

The Chester Township Board of Trustees met in regular session **Thursday, October 17, 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 #: 2024-486

Township Administrator

Ohio HB 47

Ohio House Bill 47 requires automated external defibrillators (AED) to be placed in every public and chartered nonpublic school in Ohio, as well as municipally owned or operated sports and recreation locations. The Board of Trustees discussed leaving an AED in a public area could be exposed to potential vandalism or theft.

The Township has multiple AEDs within the Township buildings. Trustees will further discuss how to compliant with Ohio House Bil 47.

Fox Ledges Road Resolved- Township Administrator contacted the project manager and will pour the concrete driveway on the first week of November. When complete, next is cutting and repairing the road.

Department Business- Road

2024-486 Mr. Richter moved to approve and sign the Authorized Certifications for OPWC Disbursements as recommended by the Geauga County Engineer's Office.

Mr. Mazzurco seconded.

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

2024-487 Mr. Richter moved to approve the first and second invoices in the chart below payable to Karvo Companies Inc. relating to Asphalt Resurfacing for Various Roads RS-CHE-V-2024 as recommended by the Geauga County Engineer. This is not the final invoice.

Mr. Mazzurco seconded.

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

Project	Amount	Payable To	Invoice #
RS-CHE-V-2024	\$471,425.30	Karvo Companies Inc.	1
RS-CHE-V-2024	\$134,644.96	Karvo Companies Inc.	2

2024-488 Mr. Richter moved to approve the after the fact promotion of Aiden Farley to Road Worker I at a rate of \$24.00 per hour with full benefits with a starting date of 10/13/2024.

Mr. Mazzurco seconded. Vote unanimous; motion passed.

2024-489 Mr. Richter moved to approve Road Department expenditures as listed below. Mr. Mazzurco seconded. Vote unanimous; motion passed.

PO #	Type	Amount	Payable To	Purpose
334-2024	REG	\$2,500.00	DJL Materials & Supply Co.	2 pallets crack seal material
335-2024	REG	\$2,500.00	Kennington Electric Corp.	Install outside receptacles to heat engine blocks
336-2024	REG	\$5,000.00	Kolsom Tires	Tires
339-2024	REG	\$4,000.00	Lawson Products, Inc.	Various Equip. Parts
337-2024	REG	\$226.36	Charles E Harris & Assoc.	Auditing Services

Department Business- Fire

2024-490 Mr. Richter moved to approve pursuant to Ohio Revised Code 505.10(A) the disposal of items listed in the table below through GovDeals public auction site. Said equipment is not needed for public use. Mr. Mazzurco seconded. Vote unanimous; motion passed.

<u>2013</u>	<u>Chevrolet</u>	<u>Impala</u>	<u>2G1WD5E36D1259741</u>
<u>1993</u>	<u>Sutphen</u>	<u>Custom Pumper</u>	
	<u>C.E.T.</u>	<u>Brush Fire Skid Unit</u>	
<u>2011</u>	<u>Ford</u>	<u>F-250 4x4</u>	<u>1FD7X2B63BED10698</u>

2024-491 Mr. Richter moved to approve the hiring of the following part-time employee, Shane Macalla as a Firefighter/EMT-Basic effective October 17, 2024, contingent upon successful completion of a drug test and background check, at the specified wage rate of \$19.76 per hour. Mr. Mazzurco seconded. Vote unanimous; motion passed.

2024-492 Mr. Richter moved to approve after the fact repairs to fire station performed by Hildenbrand Home Services in the amount of \$2,025.00. Funds will be taken from account 2281-230-323-0077. Mr. Mazzurco seconded. Vote unanimous; motion passed.

2024-493 Mr. Richter moved to amend motion **2024-413** to approve and authorize Chief William Shaw to submit an official letter establishing the Township’s intent to order and purchase a Braun Ambulance (Chief XL3 E450) from Penn Care, Inc. 1317 North Road SE, Niles Ohio 44446. Mr. Mazzurco seconded.

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

2024-494 Mr. Richter moved to approve Fire Department expenditures as listed below. Mr. Mazzurco seconded. Vote unanimous; motion passed.

PO #	Type	Amount	Payable To	Purpose
333-2024	REG	\$1,222.99	Granite Telecommunications, LLC	Telephone

Department Business- Police

2024-495 Mr. Richter moved to approve Police Department expenditures as listed below. Mr. Mazzurco seconded. Vote unanimous; motion passed.

PO #	Type	Amount	Payable To	Purpose
330-2024	REG	\$7,596.00	Brite Computers	GVS Cloud Renewal
331-2024	REG	\$340.00	Hall Public Safety	Accessories Inst. On MVS
332-2024	REG	\$3,100.00	Granite Telecommunications, LLC	Telephone

Department Business- Zoning

2024-496 Mr. Richter moved to adopt the following resolution: That an amendment to the Chester Township Zoning Resolution, identified as number ZC-2024-7 consisting of two pages, marked Exhibit A and attached hereto and incorporated herein as though fully rewritten, be hereby initiated by the Chester Township Board of Trustees this 17th day of October, 2024.

Mr. Mazzurco seconded.

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

New Business

2024-497 Mr. Richter moved to direct the Township Administrator to draft policy language for the Board to consider, which provides for a financial opt-out incentive for any Township employee, in lieu of their participation in the Township provided healthcare plan.

Mr. Mazzurco seconded. Vote unanimous; motion passed.

6:35 PM Road Department Service Garage Renovation Bid Opening

2024-498 Mr. Richter moved to waive the reading of the legal notice.

Mr. Mazzurco seconded. Vote unanimous; motion passed.

2024-499 Mr. Richter moved to open and read bids pertaining to the Road Department Service Garage Renovation Project.

Mr. Mazzurco seconded. Vote unanimous; motion passed.

2024-500 Mr. Richter moved to approve forwarding the bids to Mark Purchase for review and recommendation.

Mr. Mazzurco seconded. Vote unanimous; motion passed.

A full bid package was received from Martini Construction Company / \$548,466.00, 2222 Hamilton Ave. Cleveland, Ohio 44114. The bid was forwarded to the Township Administrator, Mark Purchase for review and recommendation.

Executive Session

2024-501 Mr. Richter moved to enter into executive session at 6:38 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 Attorney Michael Zhelesnik.

Fiscal Officer, Patricia Jarrett and Township Administrator, Mark Purchase joined the executive session at 6:51 PM. Mark Purchase and Patricia Jarrett exited executive session at 7:30 PM.

The Board reentered public session at 7:34 PM.

Township Park

2024-502 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
Hunting Valley Preserve HOA	Dec. 3	Town Hall MT Room	7:30-9:30 PM	HOA Meeting

Financial Items

Bereavement Pay

When specific guidelines are met in the Chester Township Policy Manual, an employee may receive 3 consecutive days of bereavement pay. Documentation of the death for the 3 day bereavement pay, must be received by the subsequent pay after returning. When the employee returns, the Department Head will follow-up with that employee for the needed documentation.

2024-503 Mr. Richter moved to rescind motion# **2024-442**

Mr. Mazzurco seconded.

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

2024-504 Mr. Richter moved to approve the following transfers from the General Fund 1000 for the Reserve Capital Funds \$277,868.00

Mr. Mazzurco seconded.

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

Amount	Fund#	Department/Fund Name
\$52,626.00	4901	Capital Reserve Fund-General
\$138,208.00	4902	Capital Reserve Fund- Road
\$43,545.00	4903	Capital Reserve Fund-Fire
\$43,489.00	4904	Capital Reserve Fund-Police

2024-505 Mr. Richter moved to rescind resolutions **2024-465, 2024-466, 2024-467, 2024-468**, to incorporate changes to the resolutions provided by the Geauga County Auditor Office,

Mr. Mazzurco seconded.

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

Resolution 2024-506 Mr. Richter moved to approve a Resolution Requesting the Establishment of a General Fund Capital Project Fund pursuant to ORC 5705.132, as recommended by the Geauga County Auditor's office. Note: Capital Project Fund 4901

Mr. Mazzurco seconded.

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

Resolution 2024-507 Mr. Richter moved to approve a Resolution Requesting the Establishment of a Road & Bridge Fund Capital Project Fund pursuant to ORC 5705.132, as recommended by the Geauga County Auditor's office. Note: Capital Project Fund 4902

Mr. Mazzurco seconded.

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

Resolution 2024-508 Mr. Richter moved to approve a Resolution Requesting the Establishment of a Fire Fund Capital Project Fund pursuant to ORC 5705.132, as recommended by the Geauga County Auditor's office. Note: Capital Project Fund 4903
Mr. Mazzurco seconded.

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

Resolution 2024-509 Mr. Richter moved to approve a Resolution Requesting the Establishment of a Police Fund Capital Project Fund pursuant to ORC 5705.132, as recommended by the Geauga County Auditor's office. Note: Capital Project Fund 4904
Mr. Mazzurco seconded.

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

2024-510 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	338-2024	TNN	\$22,040.00	Lincoln's Roofing	Repair of FS#2 Roof

CHECKS		
Date	Starting No.	Ending No.
10/22/24	87748	87755
10/17/24	87756(VOID)	87756(VOID)
10/17/24	87757	87758

Fiscal Officer's note: the last check number used on 10/3/24 was 87747

EFT DIRECT DEPOSITS			
Date	Starting No.	Ending No.	Description
10/22/24	2827-2024	2898-2024	Payroll

ON-LINE PAYMENT VOUCHERS		
Date	Starting No.	Ending No.
10/17/24	2815-2024	2940-2024

VOUCHERS & WITHHOLDINGS				
Voucher	Payee	Amount	Dated	Description
2900-2024	First National Bank EFTPS	\$20,828.04	10/25/24	Employee & employer withholding – Federal
2911-2024	Ohio Department of Taxation	\$87.81	10/22/24	Employee & employer withholding – Local School Dist
2901-2024	Treasurer, State of Ohio	\$3,669.08	10/25/24	Employee & employer withholding – State
2902-2024	Regional Income Tax Agency(RITA)	\$1,810.05	10/22/24	Employee & employer withholding

Discussions

- **Police Department .5 Mil Levy Collection-** Board of Trustees will discuss on the Nov. 14th meeting
- **News Herald Levy Article-** An informational article regarding Chester Township Levies on the ballot for 2024 will be placed in the News Herald.
- **Veterans Day- November 11th Location-Parkside or Chester Twp. Cemetery-** still discussion on location is ongoing. No decision was made.

Open/Ongoing Items

- **Credit Cards**- No update
- **Township Records Commission** – No update
- **Road Department Roof Project** – Update is above
- **Limited Home Rule** – No update

Upcoming Items/Deadlines

- **West Geauga Recreational Council-Trick or Treat Street, October 26th 5-7pm**
- **Rotary Winter Fest-November 30th -**
- **West Geauga Chamber of Commerce**- They will be participating in the Christmas tree displays outside of Chester Town Hall again this year. They are anticipating more trees from
- **Winter Conference- January 29th – 31st 2025- Sent to the Department Heads**-
Chris Alusheff will be attending in January

Government Update: CR 10/16; JM 10/17; KR 10/31

Executive Session

2024-511 Mr. Richter moved to enter into executive session at 8:15 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) consider the appointment, employment or compensation of a public employee and pursuant to Ohio Revised Code 121.22 (G)(4) reviewing union negotiations with public employees.

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 phone Vic Cizek.

Vic Cizek joined via telephone and ended at 8:25 PM.

No motion coming out of the executive session.

The Board reentered the public session at 8:48 PM.

ADJOURNMENT:

There being no further business before the Board, Mr. Richter adjourned the meeting at 8:50 PM.

Respectfully submitted,




Patricia Jarrett, Fiscal Officer

11/14/24 Motion # 2024-537

Approval Date



Craig Richter, Chairman



Joseph C. Mazzurco, Vice-Chairman



Ken Radtke, Jr., Trustee