

The Chester Township Board of Trustees met in regular session **Thursday, October 3, 2024** in the Town Hall Meeting Room at **5:00 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 #: 2024-451

Executive Session

2024-451 Mr. Richter moved to enter into executive session at 5:00 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 Police Chief Craig Young, Police Capt. Jeff Sherwood, Road Department Superintendent John Onyshko, Fire Chief William Shaw, Assistant Fire Chief Andy Nagy, Township Administrator Mark Purchase and Fiscal Officer Patricia Jarrett.

Police Chief Craig Young, Police Capt. Jeff Sherwood, Road Department Superintendent John Onyshko and Assistant Fire Chief Andy Nagy left the executive session at 5:15 PM

The Board reentered public session at 5:17 PM

No Motions coming out of executive session

Approval of Minutes

2024-452 Mr. Richter moved to approve the Board of Trustees meeting minutes for **9/19/24** as presented to the Board by the Fiscal Officer.

Mr. Mazzurco seconded. Vote unanimous; motion passed.

Guardrail Insurance Claim

A Township owned guardrail requires replacement due to a motor vehicle accident. Progressive Insurance will settle the claim in the amount of \$5,175.00 for the damage. The cost to replace is approximately \$ 6,000.00. The Board of Trustees accepted this offer.

2024-453 Mr. Richter moved to approve and authorize the Township Administrator to finalize and accept an offer from Progressive Insurance of \$5,175.00 for damages caused to a Township owned guardrail, located at 11950 Sperry Road. Said damage was the result of a motor vehicle accident and their insured motorist

Mr. Mazzurco seconded

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

2024-454 Mr. Richter moved to approve the recommendation of the Police Chief and authorize the promotion of Andrew Centrackio to the position of Sergeant, effective/October 6th, 2024, at the entry level Sergeant classification / pay grade of \$41.05 per hour, \$85,394.30 annually. Mr. Mazzurco seconded.

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

Chief Craig Young spoke upon the two officers regarding their character, integrity and professionalism. Chief Young is enthusiastic about observing their leadership and talents in the past and looks forward to seeing them thrive in their new roles in the future.

Swearing in ceremony for Sergeant, Andrew Centrackio

2024-455 Mr. Richter moved to approve the recommendation of the Police Chief and authorize the promotion of Matthew Less to the position of Sergeant, effective/October 6th, 2024, at the entry level Sergeant classification / pay grade of \$41.05 per hour, \$85,394.30 annually. Mr. Mazzurco seconded.

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

Swearing in ceremony for Sergeant, Sergeant Matthew Less

2024-456 Mr. Richter moved Per the terms of the conditional offer of employment, the recommendation of the Police Chief and authorize the hiring of Christopher Kleinrichert to the position of full-time police officer, effective Sunday/October 13th, 2024, at the Step 3 Officer Classification/pay grade of \$35.17 per hour, \$73,144.81 annually. Mr. Mazzurco seconded.

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

Chief Craig Young spoke on behalf of new officer, Chirstopher Kleinrichert. Christopher has two associates degrees, has 4-1/2 years of experience in law enforcement. Christopher comes highly recommended and is very excited about this new opportunity at Chester Township.

Swearing in ceremony for full-time Policemen, Christopher Kleinrichert

Recognition Ceremony for Firefighter, Bobby Wolf

Chief Shaw spoke of the heroic act that firefighter, Bobby Wolf performed while off duty on September 5, 2024. While driving with his family through Auburn Township, Bobby witnessed a house on fire and immediately stopped, evaluated the situation and entered the home. Upon entering, Bobby found a resident on the first floor unaware of the house on fire. When Bobby led the resident to safety, he was told there was another resident inside on the second floor. Bobby reentered the home and found the resident and assisted them to safety. Firefighter, Bobby Wolf exemplified bravery and courage. Therefore, Chief Shaw presented Bobby Wolf with the Chester Townships Fire Rescue/EMS medal of valor.

Department Business- Road

2024-457 Mr. Richter moved to approve Road Department expenditures as listed below.
Mr. Mazzurco seconded. Vote unanimous; motion passed.

PO #	Type	Amount	Payable To	Purpose
318-2024	REG	\$9000.00	Ascendance Trucks Midwest LLC	Various Truck Parts
319-2024	REG	\$1500.00	Auto Zone	Various Truck Parts
321-2024	REG	\$1000.00	Fleetpride INC	New Springs for Truck #15
322-2024	REG	\$300.00	Iron Man	Various Tools & Safety Equip.
323-2024	TNT	\$2500.00	A&A Safety	Galvanized Signposts and Traffic Cones
329-2024	REG	\$1575.00	Motorola Solutions INC	Radio chargers for Plow Trucks

Department Business- Fire

2024-458 Mr. Richter moved to approve accepting grant award from the Ohio Bureau of Workers Compensation- Safety Intervention Grant Program totaling \$ 29,478.75. These grant funds will be used to purchase new battery-operated TNT extrication tools from All American Fire Equipment that will replace dated hydraulic extrication tools on Engine 3424 and also and LED brow light for new engine 3422.

Mr. Mazzurco seconded.

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

2024-459 Mr. Richter moved to approve Fire Department expenditures as listed below.
Mr. Mazzurco seconded. Vote unanimous; motion passed.

PO #	Type	Amount	Payable To	Purpose
327-2024	REG	\$1587.96	Bound Tree Medical LLC	Thermometers & EMS Respon. Bags for Ambulances
328-2024	REG	\$39,305.00	All American Fire Equip.	Battery powered tools and LED Brow light
317-2024	REG	\$2,455.79	Sutphen Corp.	2 electric actuators for ladder rack on engine 3424
325-2024	REG	\$9,315.00	Premier Painting LLC	Painting and repairing existing siding and app bay
324-2024	REG	\$14,000.00	Nelson Onderdonk Roofing	New vinyl siding on fire station #1

Department Business- Police

2024-460 Mr. Richter moved to approve Police Department expenditures as listed below.
Mr. Mazzurco seconded. Vote unanimous; motion passed.

PO #	Type	Amount	Payable To	Purpose
316-2024	REG	\$1500.00	Kobella Plumbing Heating/Cooling	Heating/Cooling Repairs and Mainten.

Department Business- Zoning

2024-461 Mr. Richter moved to rescind any and all prior appointments, made by this Board or prior Boards of Trustees to the position of Township Zoning Inspector, except for our current Inspector, Chris Alusheff.

Mr. Mazzurco seconded. Vote unanimous; motion passed.

Receiving proposed Zoning Amendments (ORC 519.12)

When the Zoning Commission approves a zoning amendment, it is then brought to the Board of Trustees. According to ORC 519.12 anyone including the Township Administrators, the Fiscal Officer, Administrative Assistant can receive the amendment on behalf of the Board of Trustees.

New Business

Chester Town Hall OH2856812 Lead Sample Results- Consumer Notice Required Within 2 Business Days-Water was tested for lead and results are below detection limit (<5 ug/l. Each department will then sign the results acknowledging that they have received the lab results.

Ohio Township Association Education Subscription Renewal

OTA Education provides webinars and serves as a learning source for members.

2024-462 Mr. Richter moved to approve and authorize the following thank you letters to Joe Cattell from the Geauga County Engineer’s Office and Lake County ODOT District 12 workers, for all their efforts, resources and assistance to Chester Township from the aftermath of August 6,2024 severe weather event.

Mr. Mazzurco seconded. Vote unanimous; motion passed.

Township Park

2024-463 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
Girls Scouts/Cheryl Hederstrom	10/27/24	Town Hall Parking Lot	1-3pm	Dog Warden Food Drive

Financial Items

2024-464 Mr. Richter moved to rescind resolutions **2024-438, 2024-439, 2024-440 and 2024-441**, to incorporate changes to the resolutions provided by Assistant County Prosecutor Sheila Salem.

Mr. Mazzurco seconded.

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

Resolution 2024-465 Mr. Richter moved to approve a Resolution Requesting the Establishment of a General Fund Capital Project Fund pursuant to ORC 5705.132, as reviewed by the Assistant County Prosecutor.

Mr. Mazzurco seconded.

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

Resolution 2024-466 Mr. Richter moved to approve a Resolution Requesting the Establishment of a Road & Bridge Fund Capital Project Fund pursuant to ORC 5705.132, as reviewed by the Assistant County Prosecutor.

Mr. Mazzurco seconded.

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

Resolution 2024-467 Mr. Richter moved to approve a Resolution Requesting the Establishment of a Fire Fund Capital Project Fund pursuant to ORC 5705.132, as reviewed by the Assistant County Prosecutor.

Mr. Mazzurco seconded.

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

Resolution 2024-468 Mr. Richter moved to approve a Resolution Requesting the Establishment of a Police Fund Capital Project Fund pursuant to ORC 5705.132, as reviewed by the Assistant County Prosecutor.

Mr. Mazzurco seconded.

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

2024-469 Mr. Richter moved to approve financial transactions as listed below. Mr. Mazzurco seconded. Vote unanimous; motion passed.

Fund	Amount	From Account	To Account
FR/EMS	\$12,305.00	2281-230-323-0301	2281-760-740-0304
FR/EMS	\$27,000.00	2281-230-599-0317	2281-760-740-0304
R/B	\$1,000.00	2031-330-420-0000	2031-760-740-0000
FR/EMS	\$1,575.00	2281-930-930-0000	2281-230-323-0077
FD	\$800.00	2111-760-740-0323	2111-220-341-0000v

PURCHASE ORDERS					
Dept	PO#	Type	Amount	Payable To	Purpose
CEM	326-2024	REG	\$300.00	Illumination Co	Electricity

CHECKS		
Date	Starting No.	Ending No.
10/8/2024	87737	87746
10/3/24	87747	87747

Fiscal Officer's note: the last check number used on 9/19/24 was 87736

EFT DIRECT DEPOSITS			
Date	Starting No.	Ending No.	Description
10/8/24	2678-2024	2743-2024	Payroll

ON-LINE PAYMENT VOUCHERS		
Date	Starting No.	Ending No.
10/3/24	2751-2024	2814-2024

VOUCHERS & WITHHOLDINGS				
Voucher	Payee	Amount	Dated	Description
2745-2024	First National Bank EFTPS	\$20,625.14	10/8/24	Employee & employer withholding – Federal
2746-2024	Treasurer, State of Ohio	\$3,569.94	10/8/24	Employee & employer withholding – State
2747-2024	Public Employees Retirement System	\$53,876.24	10/25/24	Employee & employer withholding – Retirement
2748-2024	Ohio Police & Fire Pension Fund	\$24,223.16	10/25/24	Employee & employer withholding – Retirement

Fiscal Officer's Report

Chester Township Bank Reconciliation			
Reconciled date		9/30/2024	
Prior UAN Balance			8,774,116.01
Actual Receipts	+	462,684.60	
Transfers for UAN Only	+	0.00	
Total Receipts	=		462,684.60
Payments	-	723,139.47	
Transfers for UAN Only	-	0.00	
Total Payments	=		723,139.47
Adjustments	+		0.10
Adjustments	-		0.00
Current UAN balance as of	9/30/2024		\$8,513,661.24
Other adjusting factors	+		-
Other adjusting factors	-		405.22
Adjusted UAN balance as of	9/30/2024		\$8,513,256.02
Entered bank balances as of	9/30/2024		\$8,535,854.21
Deposits in transit	+		0.00
Outstanding payments	-		22,598.19
Outstanding adjustments	+		0.00
Outstanding adjustments	-		0.00
Other adjusting factors	+		0.00
Other adjusting factors	-		0.00
Adjusted bank balances as of	9/30/2024		8,513,256.02

Check 0.00

Chester Township Bank Balances			
As of		9/30/2024	
Business Banking			\$400,000.00
FNB Sweep Account			431,035.83
Star Ohio			7,704,818.38
Total			\$8,535,854.21

Check 0.00

Fiscal Officer Patricia Jarrett explained an electronic payment error of \$405.22. The vendor recently changed names and both checks were cashed. Communication was made to the vendor by the Fiscal Officer and a refund will be issued.

Receiving credit card payments was discussed. Now that Chester Township Departments are on their own network, receiving credit card payments can be an option. Currently Chester Township Departments accept check payments only. This conversation will continue.

UAN is providing an additional computer and printer which should be chosen by the end of October. UAN read only access is still ongoing and has not been finalized.

Open/Ongoing Items

Township Records Commission- No update at this time

Fraud Training- Complete

Road Department Roof Project- Bids are due on Thursday, October 17, 2024 by 4pm

Limited Home Rule- No update at this time

Upcoming Items/Deadlines

Winter Conference- January 29th – 31st 2025- Send a notification to Department Heads

West Geauga Recreational Council-Trick or Treat Street, October 26th 5-7pm

Trick or Treat at West Geauga Plaza October 17th 4-6 PM

Rotary Winter Fest-November 30th at Parkside Park

Election Day- November 5th

Discussions

- **Fire Station #2 Repair**-No update at this time.
- **Henry House Repair**- No update at this time.
- **Storm Cleanup Update**- No update at this time
- **Upcoming Board of Trustees Meeting date changes for November and December**- November 28th meeting (Thanksgiving Day), could be moved to Nov. 27th in the morning. The discussion will continue.
- **Veterans Day Location**- No decision made. Discussion will continue.

Government Update: KR 10/3; CR 10/16; JM 10/31

Executive Session

2024-470 Mr. Richter move to enter into executive session at 6:20 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 Fiscal Officer Patricia Jarrett.

Vic Cizek joined the executive session via telephone at 6:30pm

The Board reentered public session at 6:39 PM.

No motions coming out of executive session.

ADJOURNMENT:

There being no further business before the Board, Mr. Richter adjourned the meeting at 6:39 PM

Respectfully submitted,


Patricia Jarrett, Fiscal Officer

Motion # 2024-514 10-31-2024

Approval Date


Craig Richter, Chairman


Joseph C. Mazzurco, Vice-Chairman


Ken Radtke, Jr., Trustee