

The Chester Township Board of Trustees met in regular session **Thursday, October 31, 2024** in the Town Hall Meeting Room at **4 PM** Vice-Chairman Joe Mazzurco presided.

**Roll Call:** Trustee: Craig Richter was absent  
Trustees: Joe Mazzurco and Ken Radtke were present  
Fiscal Officer: Patricia Jarrett was present

**Pledge of Allegiance to the Flag**

The Board led the audience to recite the Pledge of Allegiance to the Flag.

**Leading Motion #: 2024-514**

Approval of Minutes

**2024-514** Mr. Mazzurco moved to approve the minutes of the Board of Trustees meeting dates 10/3/24 as presented to the Board by the Fiscal Officer.

Mr. Radtke seconded.

Mr. Mazzurco, yes; Mr. Radtke, yes; Mr. Richter, absent. Motion passed.

Department Business- Road

**2024-515** Mr. Mazzurco moved to reject all bids received for the Chester Township Service Department's "Roof Renovation Project" and rebid the entire project.

Mr. Radtke seconded.

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

**2024-516** Mr. Mazzurco moved to approve a PO for Welher Company in the amount of \$6800.00 to make body repairs to truck number 6 using account number 2031-330-323-0074 Repairs and Maintenance (Outsourced Work)

Mr. Radtke seconded.

Mr. Mazzurco, yes; Mr. Radtke, yes; Mr. Richter, absent. Motion passed.

**2024-517** Mr. Mazzurco moved to approve and sign the Resolution of Convenience & Necessity for the improvement of various roads **2025** season in Chester Township.

Mr. Radtke seconded.

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

**2024-518** Mr. Mazzurco moved to approve and sign the Resolution of Convenience & Necessity for the improvement of various roads **2026** season in Chester Township.

Mr. Radtke seconded.

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

**2024-519** Mr. Mazzurco moved to approve Road Department expenditures as listed below.

Mr. Radtke seconded.

Mr. Mazzurco, yes; Mr. Radtke, yes; Mr. Richter, absent. Motion passed.

PO #	Type	Amount	Payable To	Purpose
348-2024	REG	\$3,000.00	Allied Corp.	Various Asphalt Products
346-2024	REG	\$2,000.00	Podjil Excavating Co	Repair Concrete Rd. Pipe Pinewood Trl. Mulberry Yard Maint. Work
341-2024	REG	\$2,500.00	McMaster-Carr	Various Truck Parts
342-2024	REG	\$500.00	Unifirst	PPE
343-2024	TNN	\$1,020.00	Sewer Cleaning Co	Cleaning RD Garage Drains

**Department Business- Fire**

**2024-520** Mr. Mazzurco moved to approve Fire Department expenditures as listed below.  
Mr. Radtke seconded.  
Mr. Mazzurco, yes; Mr. Radtke, yes; Mr. Richter, absent. Motion passed.

PO #	Type	Amount	Payable To	Purpose
347-2024	REG	\$1,586.53	Schaeffer IT Enterprises	Invoice 3928/FD Portion
340-2024	TNN	\$2,025.00	Hildenbrand Home Services	Repair of Block Wall on FS #1

**Department Business- Police**

**2024-521** Mr. Mazzurco moved to approve and authorize the Fiscal Officer, after the fact, to accept the transfer of 144.62 hours of sick leave, from the Lorain County Metro Parks and apply it to the Township’s available sick leave balance of recently added police employee, Christopher Kleinrichert.  
Mr. Radtke seconded.  
**Roll Call Vote:** Mr. Mazzurco, yes; Mr. Radtke, yes; Mr. Richter, absent. Motion passed.

**2024-522** Mr. Mazzurco moved to approve Police Department expenditures as listed below.  
Mr. Radtke seconded.  
Mr. Mazzurco, yes; Mr. Radtke, yes; Mr. Richter, absent. Motion passed.

PO #	Type	Amount	Payable To	Purpose
345-2024	REG	\$1,300.00	Illuminating Co.	Electricity

**Department Business- Zoning**

**2024-523** Mr. Mazzurco moved to rescind resolution # 2024-496.  
Mr. Radtke seconded.  
**Roll Call Vote:** Mr. Mazzurco, yes; Mr. Radtke, yes; Mr. Richter, absent. Motion passed.

**2024-524** Mr. Mazzurco 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 31st day of October, 2024.  
Mr. Radtke seconded  
**Roll Call Vote:** Mr. Mazzurco, yes; Mr. Radtke, yes; Mr. Richter, absent. Motion passed.

[Attached Garages-Exhibit A.pdf](#)

**2024-525** Mr. Mazzurco moved to adopt the following resolution – Form 30 The Chester Township board of trustees hereby submits the attached copy of the resolution for a proposed amendment, identified as number ZC-2024-7, to the Chester Township Zoning Resolution together with the attached text pertaining thereto to the Geauga County Planning Commission this 31st day of October, 2024.  
Mr. Radtke seconded.  
**Roll Call Vote:** Mr. Mazzurco, yes; Mr. Radtke, yes; Mr. Richter, absent. Motion passed.

**New Business**

**2024-526** Mr. Mazzurco moved to approve and sign the 2024 Veterans Day Proclamation, that will be read at the Chester Township Veterans Day service on November 11, 2024.

Mr. Radtke seconded.

Mr. Mazzurco, yes; Mr. Radtke, yes; Mr. Richter, absent. Motion passed.

**2024-527** Mr. Mazzurco moved to approve and sign the snow plowing agreement between Chester Township and the Geauga County Engineer for the purpose of providing snow and ice control on county roads by Chester Township for the winter season of 2024-2025 for the agreed upon amount of \$76,515.81.

Mr. Radtke seconded.

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

**2024-528** Mr. Mazzurco moved to approve, after the fact, signed and submitted, a proxy to NOPEC appointing South Russell Mayor William Koons to be Chester Township’s designee at the November 12, 2024 General Assembly meeting.

Mr. Radtke seconded.

Mr. Mazzurco, yes; Mr. Radtke, yes; Mr. Richter, absent. Motion passed.

**Township Park**

**2024-529** Mr. Mazzurco moved to approve, after the fact, the Parkside Park use application, submitted by the members of the Geauga County Tea Party for Saturday / October 26<sup>th</sup>, 2024, from 9am-11am.

Mr. Radtke seconded.

Mr. Mazzurco, yes; Mr. Radtke, yes; Mr. Richter, absent. Motion passed.

**2024-530** Mr. Mazzurco moved to approve the use of the Chester Township properties as listed below:

Mr. Radtke seconded.

Mr. Mazzurco, yes; Mr. Radtke, yes; Mr. Richter, absent. Motion passed.

Individual/Organization	Date(s)	Location	Time(s)	Event
Sandy Harper/US Militia National Chapter Riding Club	12/15/24	CH TWHLL MTG RM	10am-3pm	Wrap presents for children of veterans

**Financial Items**

**2024-531** Mr. Mazzurco moved to approve financial transactions as listed below.

Mr. Radtke seconded.

Mr. Mazzurco, yes; Mr. Radtke, yes; Mr. Richter, absent. Motion passed.

INTRA-FUND TRANSFERS				
Fund	Amount	From Account	To Account	Purpose
FD	\$500.00	2111-930-930-0000	2111-220-352-0000	Water & Sewer
GEN	\$4,500.00	1000-1220-323-0000	1000-130-190-6011	Perm. Payroll
RD	\$10,000.00	2031-820-820-0000	2031-760-740-0000	
PD	\$1,177.75	2081-760-730-0000	2081-210-359-0003	Spectrum

PURCHASE ORDERS					
Dept	PO#	Type	Amount	Payable To	Purpose
GEN	344-2024	REG	\$1,500.00	Illuminating Co.	Electricity

CHECKS		
Date	Starting No.	Ending No.
11/5/24	87760	87768
10/22/24	87759	
10/31/24	87769	

Fiscal Officer's note: the last check number used on 10/17/24 was 87758

EFT DIRECT DEPOSITS			
Date	Starting No.	Ending No.	Description
11/5/24	2943-2024	3031-2024	Payroll

ON-LINE PAYMENT VOUCHERS		
Date	Starting No.	Ending No.
10/31/24	3018-2024	3083-2024

VOUCHERS & WITHHOLDINGS				
Voucher	Payee	Amount	Dated	Description
3015-2024	First National Bank EFTPS	\$23,553.79	11/05/24	Employee & employer withholding – Federal
3016-2024	Treasurer, State of Ohio	\$4,042.35	11/05/24	Employee & employer withholding – State
3066-2024	Ohio Police & Fire Pension Fund	\$27,004.98	11/15/24	Employee & employer withholding – Retirement

### **Fiscal Officer's Report**

- Delta Dental premiums will have a 13.5% increase this upcoming year. Also, to maintain a Delta Dental insurance card, go to their website, download and print.
- Fiscal Officer collaborated with Shane Hajjar from the Geauga County Engineer's Office to complete the OPWC loan and grant money process.
- The reserve funds are complete.
- The fire department grant funding reporting for the wage income is complete.

### **Temporary Budget**

The Fiscal Officer Patricia Jarrett has begun the temporary budget process.

**2024-532** Mr. Mazzurco moved to approve after the fact the online payment vouchers listed below. The medical premium invoices were not received in time for payment prior to the due date of November 1, 2024 under regular circumstances.

Mr. Radtke seconded.

Mr. Mazzurco, yes; Mr. Radtke, yes; Mr. Richter, absent. Motion passed.

ONLINE PAYMENT VOUCHERS		
Date	Starting No.	Ending No.
10/23/24	2941-2024	2942-2024

**Discussions**

- **Veterans Day Location**-Parkside Park

**Open/Ongoing Items**

- **Township Records Commission** – No update
- **Road Department Roof Project** –Restart the bidding process
- **Limited Home Rule**- No update

**Upcoming Items/Deadlines**

- **Rotary Winter Fest-November 30<sup>th</sup>** – Begins at 5pm
- **Winter Conference- January 29<sup>th</sup> – 31<sup>st</sup> 2025**- Registration Open Nov. 1st

**Government Update:** KR 10/31; CR 11/14; JM 11/??; KR 12/12

**ADJOURNMENT:**

There being no further business before the Board, Mr. Mazzurco adjourned the meeting at 4:23 PM.

Respectfully submitted,



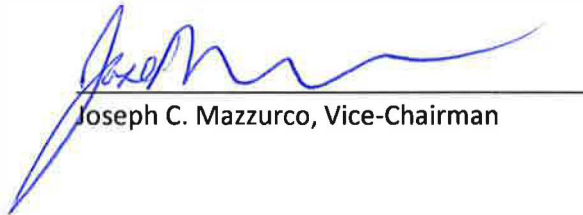
Patricia Jarrett, Fiscal Officer

11/27/2024 2024-559

Approval Date



Craig Richter, Chairman



Joseph C. Mazzurco, Vice-Chairman



Ken Radtke, Jr., Trustee