

The Chester Township Board of Trustees met in regular session **Thursday, November 14, 2024** in the Town Hall Meeting Room at **5:30 PM** Chairman Craig Richter presided.

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

Pledge of Allegiance to the Flag

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

Leading Motion #: 2024-534

Executive Session

2024-534 Mr. Richter moved to enter executive session at 5:30 PM pursuant to Ohio Revised Code 121.22(G)(1) to consider compensation of a public employee and ORC 121.22(G)(2) to consider the purchase of property for public purposes and the sale of property at competitive bidding. Mr. Radtke seconded.

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

Invited into the executive session is Township Administrator Mark Purchase, Fiscal Officer Patricia Jarrett, Michael Zhelesnik and Joe Mazzurco via telephone.

The Board reentered public session at 6:02 PM.

Michael Zhelesnik left at 5:50 pm. Joe Mazzurco was present via telephone the entire time.

2024-535 Mr. Richter moved to authorize, approve, and sign a Resolution, thereby requesting one additional year of reduced collection of an existing .5 mill tax levy for Police & EMS, last approved on November 2nd, 2021, during a general election. The proposed action will provide Township property owners with \$207,599.48 in property tax relief and will once again assist in offsetting the impact of the Township's increased inside millage. The request shall be for one additional year, at a rate of 0.0 mill for its collection, during in calendar year 2025 and the resolution shall be forwarded to the Geauga County Auditor's Office.

Mr. Radtke seconded.

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

Presentations

Police Chief, Craig Young- Flock Camera System

Chief Young presented to the Board of Trustees the Flock Camera System. Utilizing this technology will help combat the influx of drugs in Chester. The camera system is placed on the roadway and records license's plates, make and model. It allows the Police Department to access that information in a database. The Flock Camera System is used throughout the country and can assist in investigations such as warrants and stolen vehicles.

2024-536 Mr. Richter moved to up to \$14,00.00 to purchase Flock Camera System from Opioid fund.

Mr. Radtke seconded.

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

Road Superintendent, John Onyshko and Plow Works(Software) Representative

PlowOps Software provides digital routes on mounted tablets inside service vehicles compared to paper maps and paper routes. It allows for distraction free drivers, salt spread data to assist with budgeting salt operations, digital data base for inspection forms, in-dash cameras and a public portal. The public portal can be used to see the map of their area, view alerts such as road closures or road construction.

Approval of Minutes

2024-537 Mr. Richter moved to approve the Board of Trustees meeting minutes for **10/17/24, 10/23/24** and **11/6/24** as presented to the Board by the Fiscal Officer.

Mr. Radtke seconded.

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

Public Comments/ Questions

A spokesperson from Pinewood Trail spoke to the Board of Trustees regarding a bill he received for road repairs. Mr. Richter and Road Superintendent explained the repairs are needed for proper drainage and it also lies on the right-of-way. With those factors, the responsibility falls on the resident.

Department Business- Road

Crack Sealing-Contracted Services

Mr. Richter suggested when it is difficult to hire new and seasonal road department employees a third-party company could be an option for the crack sealing contracted services. This discussion will continue.

2024-538 Mr. Richter moved to approve and sign the contract adjusting Change Order for the Countyline Road resurfacing project, as recommended and requested by the Geauga County Engineer's Office. This change order results in a net reduction in cost of \$3,098.29

Mr. Radtke seconded.

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

2024-539 Mr. Richter moved to approve and authorize payment of the final invoice for the County Line Road resurfacing project, to Karvo Companies, Inc. in the amount of \$315,831.15, as recommended and requested by the Geauga County Engineer's Office

Mr. Radtke seconded.

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

2024-540 Mr. Richter moved to approve, sign, and authorize the final OPWC funds disbursement of \$75,000.00 for the Countyline Road resurfacing project, as recommended and requested by the Geauga County Engineer's Office

Mr. Radtke seconded.

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

2024-541 Mr. Richter moved to approve per O.R.C 505.10 (A) (7) the sale of various truck parts from the Road Department including tailgates, hitches and bumper offered for public sale on Govdeals.com.

Mr. Radtke seconded.

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

2024-542 Mr. Richter moved to approve after the fact the advertising for Road Worker(s) position in the Chesterland News, Geauga Maple Leaf for two (2) editions', on Indeed and the Chester Township Website for an indefinite period of time. Applications to be submitted by Friday, November 6, 2024, at 4:00 PM.

Mr. Radtke seconded.

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

2024-543 Mr. Richter moved to approve advertising for Road Worker(s) position in the Chesterland News, Geauga Maple Leaf, for two(2) editions', on Indeed and Chester Township website for an indefinite period of time. Applications to be submitted by Friday, December 20, 2024 at 4:00 PM
Mr. Radtke seconded.

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

2024-544 Mr. Richter moved to approve and sign the 2024 Township Highway System Mileage Certification as approved by the Road Superintendent and return an original to the County Engineer's office.

Mr. Radtke seconded.

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

2024-545 Mr. Richter moved to approve Road Department expenditures as listed below.

Mr. Radtke seconded.

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

PO #	Type	Amount	Payable To	Purpose
358-2024	REG	\$4500.00	N&N Services, Inc	Replace flex connector in gas fuel pump
353-2024	REG	\$1000.00	Vancuren	Remove dead maple tree @ 7675 Sherman RD
349-2024	REG	\$6800.00	Weldher Co	Body Repairs and Maint. Truck #6
352-2024	TNN	\$1500.00	N&N Services Inc	Oil Separator Cleaning

Department Business- Fire

Establishing a separate WEX Card account for the Fire Department

More information is needed and this item will be discussed the next Board of Trustees meeting.

2024-546 Mr. Richter moved to approve the advance of 5 vacation days from the 2025 vacation days allocation for use in the 2024 calendar year for Fire Chief William Shaw. Note if the vacation days are not utilized by the end of the 2024 calendar year the days will be returned to the 2025 vacation day allotment.

Mr. Radtke seconded.

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

2024-547 Mr. Richter moved to approve and accept, after the fact, the resignation of part-time PM/FF Jasmine Pierce effective October 20, 2024 due to personal matters.
 Mr. Radtke seconded.
 Mr. Richter, yes; Mr. Mazzurco, absent; Mr. Radtke, yes. Motion passed.

2024-548 Mr. Richter moved to approve Fire Department expenditures as listed below.
 Mr. Radtke seconded.
 Mr. Richter, yes; Mr. Mazzurco, absent; Mr. Radtke, yes. Motion passed.

PO #	Type	Amount	Payable To	Purpose
350-2024	TNN	\$3,063.00	All American Fire Eq.	Apollo 2.5"NH High Riser 3433 Monitor w/Flange

Department Business- Police

2024-549 Mr. Richter moved to approve, after the fact, the resignation of Zach Petric from the position of part-time police officer, effective 10/31/2024.
 Mr. Radtke seconded.
 Mr. Richter, yes; Mr. Mazzurco, absent; Mr. Radtke, yes. Motion passed.

2024-550 Mr. Richter moved to approve Police Department expenditures as listed below.
 Mr. Radtke seconded.
 Mr. Richter, yes; Mr. Mazzurco, absent; Mr. Radtke, yes. Motion passed.

PO #	Type	Amount	Payable To	Purpose
357-2024	REG	\$1537.50	Silco Fire & Safety	Repairs and Maint.
355-2024	REG	\$2000.00	Atwell's Police & Fire Equip.	Operating Supplies
354-2024	REG	\$5000.00	Atwell's Police & Fire Equip.	Body Armor

Department Business- Zoning

2024-551 Mr. Richter moved to approve and authorize the attendance of Chester Township Zoning Inspector Chirs Alusheff's participation in the 2025 Ohio Township's Association / Winter Training Conference, in Columbus Ohio. This approved absence will take place between 01/28/2025 thru 01/31/2025 and it includes conference attendance, hotel accommodations, travel expenses and overnight meal per-diem.
 Mr. Radtke seconded.
 Mr. Richter, yes; Mr. Mazzurco, absent; Mr. Radtke, yes. Motion passed.

New Business

2024-552 Mr. Richter moved to approve the request for real estate collection tax advances for the following dates and the respective funds: January 27, 2025, February 24, 2025, June 30, 2025 and July 14, 2025 Funds – General; Road and Bridge; Police Department; and Fire Department.
 Mr. Radtke seconded.
Roll Call Vote: Mr. Richter, yes; Mr. Mazzurco, absent; Mr. Radtke, yes. Motion passed

2024-553 Mr. Richter moved to approve and sign a cemetery deed for the sale of the following plots in table below.

Mr. Radtke seconded.

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

DEED #	SECTION	PLOT	SITE(S)
24-013	1	087	3
24-014	1	049	3 & 4

Financial Items

2024-554 Mr. Richter moved to approve financial transactions as listed below.

Mr. Radtke seconded.

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

INTRA-FUND TRANSFERS				
Fund	Amount	From Account	To Account	Purpose
GEN	\$750.00	1000-760-730-1200	1000-110-599-0090	Penn Ohio-Clean up Day
GEN	\$200.00	1000-930-930-0000	1000-130-345-0000	Zoning Advertising
FD	\$2,400.00	2111-760-740-0323	2111-220-341-0000	Telephone Throug Y/E
FD	-\$2,000.00	2111-220-323-0305		Payroll
FD	-\$750.00	2111-220-330-6014		Payroll
FD	-\$3,930.74	2111-220-360-0308		Payroll
FD	-\$1,050.00	2111-220-410-0315		Payroll
FD	-\$14,000.00	2111-220-420-0400		Payroll
FD	-\$1,200.00	2111-760-740-0325		Payroll
FD	22,930.74		2111-220-190-6001	Payroll

PURCHASE ORDERS					
Dept	PO#	Type	Amount	Payable To	Purpose
GEN	356-2024	TNN	\$8193.03	Penn Ohio Corp.	Clean up Day
GEN	351-2024	REG	\$950.00	Smylies,LLC	Town Hall Cleaning Service

CHECKS		
Date	Starting No.	Ending No.
11/19/2024	87773	87780
11/4/24	87770	87772

Fiscal Officer's note: the last check number used on 10-31-24 was 87769

EFT DIRECT DEPOSITS			
Date	Starting No.	Ending No.	Description
11/19/2024	3090-2024	3163-2024	Payroll

ON-LINE PAYMENT VOUCHERS		
Date	Starting No.	Ending No.
11/14/24	3089-2024	3231-2024

VOUCHERS & WITHHOLDINGS				
Voucher	Payee	Amount	Dated	Description
3165-2024	First National Bank EFTPS	\$21,091.25	11/19/2024	Employee & employer withholding – Federal
3167-2024	Ohio Department of Taxation	\$94.30	11/19/2024	Employee & employer withholding – Local School Dist
3166-2024	Treasurer, State of Ohio	\$3,674.12	11/19/2024	Employee & employer withholding – State
3168-2024	Regional Income Tax Agency	\$1,914.89	11/19/2024	Employee & employer withholding

Fiscal Officer's Report

Chester Township Bank Reconciliation			
Reconciled date		10/31/2024	
Prior UAN Balance			8,513,661.24
Actual Receipts	+	705,559.70	
Transfers for UAN Only	+	1,000,000.00	
Total Receipts	=		1,705,559.70
Payments	-	2,527,686.47	
Transfers for UAN Only	-	0.00	
Total Payments	=		2,527,686.47
Adjustments	+		405.76
Adjustments	-		0.00
Current UAN balance as of	10/31/2024		\$7,691,940.23
Other adjusting factors	+		-
Other adjusting factors	-		-
Adjusted UAN balance as of	10/31/2024		\$7,691,940.23
Entered bank balances as of	10/31/2024		\$7,755,777.75
Deposits in transit	+		0.00
Outstanding payments	-		63,837.52
Outstanding adjustments	+		0.00
Outstanding adjustments	-		0.00
Other adjusting factors	+		0.00
Other adjusting factors	-		0.00
Adjusted bank balances as of	10/31/2024		7,691,940.23
		Check	0.00

Chester Township Bank Balances			
As of		10/31/2024	
Business Banking			\$400,000.00
FNB Sweep Account			119,418.95
Star Ohio			7,236,358.80
Total			\$7,755,777.75
		Check	0.00

Discussions

BWC Premium-The premium will be substantially lower due to choosing our own rating group.

Rogish Farms Donation- 7 Wreaths for the Cemetery: No update at this time

Health Insurance (Opt-Out) Policy / Language-Will be discussed at the next meeting

Vacation Policy- The discussion will continue

BOT Meeting Scheduled for November 28th-Thanksgiving Day: Will be rescheduled for Wednesday, November 27, 2024 beginning at 8am.

Date for Organizational Meeting- December 12, 2024

Open/Ongoing Items

Township Records Commission No update

Road Department Roof Project No update

Limited Home Rule No update

Upcoming Items/Deadlines

Rotary Winter Fest-November 30th

Executive Session

2024-555 Mr. Richter moved to enter into executive session at 7:31 PM pursuant to Ohio Revised Code 121.22(G)(1) to consider compensation of a public employee.

Mr. Radtke seconded.

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


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

The Board reentered public session at 7:44 PM.

ADJOURNMENT:


There being no further business before the Board, Mr. Richter adjourned the meeting at 7:44 PM.

Respectfully submitted,


Patricia Jarrett, Fiscal Officer

12-12-24 Motion #: 2024-601
Approval Date


Craig Richter, Chairman


Joseph C. Mazzurco, Vice-Chairman


Ken Radtke, Jr., Trustee