

**Chester Township Board of Trustees Meeting Minutes  
For December 27, 2024 at 8:00 AM**

The Chester Township Board of Trustees met in regular session on **Friday, December 27, 2024** in the Town Hall Meeting Room at **8:00 AM** 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 to recite the Pledge of Allegiance to the Flag.

**Leading Motion #: 2024-627**

**Executive Session**

**2024-627** Mr. Richter moved to approve to enter into executive session at 8:01 AM pursuant to Ohio Revised Code 121.22 (G) (1) to consider the compensation of public employee(s) and pursuant to Ohio Revised Code 121.22 G(4) reviewing negotiations and bargaining session with 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 Township Administrator Mark Purchase, Fiscal Officer Patricia Jarrett and Chief Craig Young.

Chief Craig Young left executive session at 8:45 AM.

Chief William Shaw and Assistant Chief Andrew Nagy entered at 8:46 AM. Chief Nagy left at 9:17 AM. Chief Shaw left at 9:25 AM.

Vic Cizek entered via telephone at 10:55 AM and left at 10:59 AM.

The Board reentered public session at 11:00 AM.

**2024-628** Mr. Richter moved to amend motion 2024-627 to include Ohio Revised Code 121.22(G)(2) to consider the purchase and/or sale of public property. Mr. Mazzurco seconded. Vote unanimous; Motion passed.

**Township Administrator**

Mark Purchase, Township Administrator, discussed upcoming items such as The Gateway. The Gateway is Chester Township's newsletter that will be sent via US mail tri-annually. The newsletter will provide meeting notices, events in the community and information for new residents moving to Chester.

**Department Business – Road**

**2024-629** Mr. Richter moved to rescind the Conditional Offer of Employment to Brandon Maynard. Mr. Mazzurco seconded. Vote unanimous; Motion passed.

**Chester Township Board of Trustees Meeting Minutes  
For December 27, 2024 at 8:00 AM**

**Department Business – Zoning**

**Zoning Inspector Year-In Review**

Chris Alusheff, Chester Zoning Inspector, summarized the 2024 year pertaining to permits issued, Board of Zoning Appeals meetings, zoning violations, enforcements and resolutions.

Mr. Alusheff also discussed the renewal of the Ohio Township Association subscription, which he utilizes as a great resource. Many Zoning Department projects looking ahead in 2025 will include Chester land use plan update and junk/junk vehicle removal. Click the link below for the full Zoning presentation.

[Zoning Review2024 w.pptx](#)

**2024-630** Mr. Richter moved to rescind previous Chester Township Board Motion 2024-524 and withdraw the initiation of proposed Zoning Amendment ZC-2024-7.

Mr. Mazzurco seconded.

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

**Township Park**

**2024-631** 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
Girl Scouts	1-11-25	Town Hall Parking Lot	12PM-2PM	Book Drive

**Financial Items**

**2024-632** Mr. Richter moved to approve pursuant to Ohio Revised Code 5705.41 the 2025 Chester Township Fire Department, Road Department, Police Department and General Fund blanket certificates and purchase orders as listed below. Mr. Mazzurco seconded. Vote unanimous; Motion passed.

<b>Purchase Orders</b>	<b>Date</b>
<b>1-2025 to 108-2025</b>	<b><u>01/01/2025</u></b>
<b>Blanket certificates</b>	<b>Date</b>
<b>1-2025 to 68-2025</b>	<b><u>01/01/2025</u></b>

**Chester Township Board of Trustees Meeting Minutes  
For December 27, 2024 at 8:00 AM**

**2024-633** Mr. Richter moved to approve the financial transactions below.  
Mr. Mazzurco seconded. Vote unanimous; Motion passed.

INTRA-FUND TRANSFERS				
Fund	Amount	From Account	To Account	Purpose
GEN	\$2,000	1000-930-930-0000	1000-130-599-1401	IWORQ

PURCHASE ORDERS					
Dept	PO#	Type	Amount	Payable To	Purpose
GEN	389-2024	REG	\$297.05	FNB Commercial Credit Card	November Inv.
GEN	390-2024	REG	\$393.67	Vision Service Plan-OH	Inv. # 821910986
GEN	391-2024	REG	\$2764.88	Delta Dental	Inv.#RIS0006170075

CHECKS		
Date	Starting No.	Ending No.
12/31/24	87809	87817
Fiscal Officer's Note: The last check number used on 12/12/24 was 87808		

EFT DIRECT DEPOSITS			
Date	Starting No.	Ending No.	Description
12/31/24	3525-2024	3595-2024	Payroll

ON-LINE PAYMENT VOUCHERS		
Date	Starting No.	Ending No.
12/27/24	3522-2024	3602-2024

VOUCHERS & WITHHOLDINGS				
Voucher	Payee	Amount	Dated	Description
3598-2024	First National Bank EFTPS	\$23,530.39	12/31/24	Employee & employer withholding – Federal
3601-2024	Ohio Department of Taxation	\$170.85	12/31/24	Employee & employer withholding – Local School Dist
3599-2024	Treasurer, State of Ohio	\$4,053.48	12/31/24	Employee & employer withholding – State
3603-2024	Ohio Police & Fire Pension Fund	\$23,224.30	12/31/24	Employee & employer withholding – Retirement
3600-2024	Regional Income Tax Agency(RITA)	\$3,911.26	12/31/24	Employee & employer withholding

**Open/Ongoing Items**

- **Township Records Commission** – No Update at this time
- **Road Department Roof Project** -No update at this time
- **Limited Home Rule** – No Update at this time

**Upcoming Items/Deadlines**

- **GCTA Meeting/Dinner on Wednesday, January 8, 2025 -Hambden Twp. Location: St. Mary's Church in Chardon**
- **Chester Hosting the GCTA Meeting/Dinner on July 9, 2025**

**Government Update** – 12/27/24, JM; 1/9/24 ,CR; 1/23/24 KR

**Chester Township Board of Trustees Meeting Minutes  
For December 27, 2024 at 8:00 AM**

**ADJOURNMENT:**

There being no further business before the Board, Mr. Richter adjourned the meeting at 11:33 AM.

Respectfully submitted,

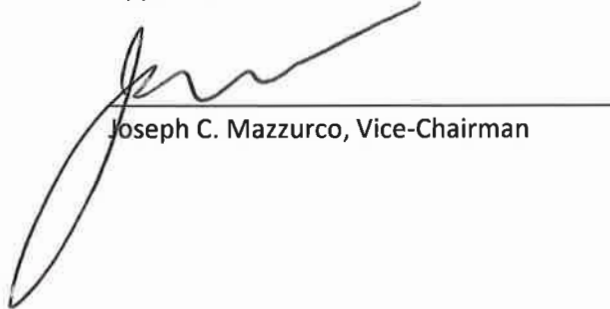


Patricia Jarrett, Fiscal Officer

1/9/2025  
Approval Date      Motion # 2025-02



Craig Richter, Chairman



Joseph C. Mazzurco, Vice-Chairman



Ken Radtke, Jr., Trustee