

The Chester Township Board of Trustees met in regular session on **Thursday, January 23, 2025** in the Town Hall Meeting Room at **6:00 PM** Chairman Ken Radtke Jr. 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 #: 2025-11

Executive Session

2025-11 Mr. Radtke moved to approve to enter into executive session at 6:03 PM pursuant to Ohio Revised Code 121.22 (G) (1) to consider the compensation of public employee(s), Ohio Revised Code 121.22(G)(2) to consider the purchase of property for public purpose and Ohio Revised Code 121.22(G)(4) reviewing negotiations with public employees concerning compensation or other terms and conditions of their employment.

Mr. Mazzurco seconded. Roll call vote: Mr. Radtke, yes; Mr. Mazzurco, yes; Mr. Richter, yes. Motion passed.

Invited into the executive session is Road Superintendent John Onyshko, Township Administrator Mark Purchase and Fiscal Officer Patricia Jarrett.

John Onyshko left executive session at 6:37 PM.

The Board reentered public session at 6:56 PM

Approval of Minutes

2025-12 Mr. Radtke moved to the Board of Trustees meeting minutes for **1/9/2025** as presented to the Board by the Fiscal Officer.

Mr. Mazzurco seconded. Vote unanimous; motion passed.

Department Business- Road

2025-13 Mr. Radtke moved to approve the Conditional Offer of employment for Nolan Fardink to serve as a full-time Road Worker I for the Chester Township Road Department. The salary will be \$24.00 an hour with benefits and no vacation for one year.

Mr. Mazzurco seconded. Vote unanimous; motion passed.

2025-14 Mr. Radtke moved to approve the recommendation of the Road Superintendent John Onyshko and authorize the promotion of Jim Gardener to a Road Worker III effective January 19, 2025, with a pay grade of \$25.78.

Mr. Mazzurco seconded. Vote unanimous; motion passed.

2025-15 Mr. Radtke moved to approve the recommendation of the Road Superintendent John Onyshko and authorize the promotion of Tom Obrien to a Road Worker III effective January 19, 2025, with a pay grade of \$25.78.

Mr. Mazzurco seconded. Vote unanimous; motion passed.

2025-16 Mr. Radtke moved to approve the recommendation of the Road Superintendent John Onyshko and authorize the promotion of Justin Salo to a Road Worker III effective January 19, 2025, with a pay grade of \$25.78.

Mr. Mazzurco seconded. Vote unanimous; motion passed.

2025-17 Mr. Radtke moved to approve per O.R.C. 505.10 (A)(7) the sale of the Road Department's Coldflow Pump, International Grill and two International Doors, offered for public sale on Govdeals.com or alternative advertising websites, etc. Said equipment is obsolete and has a minimum value and will be sold at auction using GovDeals or will be salvaged.

Mr. Mazzurco seconded. Vote unanimous; motion passed.

2025-18 Mr. Radtke moved to approve the advertisement of various material bids for 2025 which will be received by the Chester Township Trustees, 12701 Chillicothe Road, Chesterland, OH, 44026 until 12:00 PM March 20, 2025 for the furnishing and delivery of Township storage facility materials of various quantities of anti-skid materials, limestone, clay, aggregate and asphalt and asphalt products. Bids are intended to be opened and read aloud at the Board of Trustees meeting scheduled for March 20, 2025, at 6:35 PM.

Mr. Mazzurco seconded. Vote unanimous; motion passed.

2025-19 Mr. Radtke moved to approve Road Department expenditures as listed below.

Mr. Mazzurco seconded. Vote unanimous; motion passed.

PO #	Type	Amount	Payable To	Purpose
112-2025	REG	\$ 750.00	Spectrum	Bandwidth
113-2025	TNN	\$ 5,445.00	Road Solutions Inc	Operating Supplies
117-2025	REG	\$3,500.00	A&A Safety	Various Signs
118-2025	REG	\$28,734.00	J&L Door Service	3-overhead doors for mechanic's bay building

Department Business- Fire

2025-20 Mr. Radtke moved to approve a Memorandum of Understand (MOU) to the 2025 - 2027 collective bargaining agreement between the Chester Township Trustees and the International Association of Firefighters Local 5331 effective January 5, 2025 regarding union dues withholding and collection.

Mr. Mazzurco seconded. Roll call vote: Mr. Radtke, yes; Mr. Mazzurco, yes; Mr. Richter, yes. Motion passed.

A Joint Discussion with the Board of Trustees, Zoning Commission and the Board of Zoning Appeals 7:00 PM

Meeting Minutes Attached Here:

<https://eadn-wc05-13553859.nxedge.io/wp-content/uploads/2025/02/2025-01-23-BZA-MEETING-MINUTES.pdf>

This portion of the meeting was closed at **7:50 PM** and the Board of Trustees meeting resumed.

2025-21 Mr. Radtke moved to approve Fire Department expenditures as listed below.

Mr. Mazzurco seconded. Vote unanimous; motion passed.

PO #	Type	Amount	Payable To	Purpose
111-2025	TNN	\$ 1,911.62	Municipal Emergency Services	Annual SCBA Flow Test
115-2025	REG	\$1,750.00	Hall Public Safety Co	Brow Lightbar Install

New Business

2025-22 Mr. Radtke moved to appoint Joe Mazzurco and Craig Richter to the Board of the Township Volunteer Peace Officers’ Dependents Fund for calendar year 2025. Mr. Mazzurco seconded. Vote unanimous; motion passed.

2025-23 Mr. Radtke moved to appoint Craig Richter and Patricia Jarrett to the Board of the Township Volunteer Firefighters’ Dependents Fund for calendar year 2025. Mr. Mazzurco seconded. Vote unanimous; motion passed.

2025-24 Mr. Radtke moved to approve a letter of Proclamation for Dorothy Frank, recognizing her milestone birthday of 100 years young. Mr. Mazzurco seconded. Vote unanimous; motion passed.

Township Park

Driveway Paving and DIG Grant

The Board of Trustees discussed applying for the DIG Grant that provides \$15,000.00. If rewarded the Board of Trustees will utilize it toward the repair of the Chester Recycle Park driveway which is deteriorating at the entrance and exit areas. The DIG grant deadline is January 31, 2025.

Financial Items

2025-25 Mr. Radtke moved to approve financial transactions as listed below. Mr. Mazzurco seconded. Vote unanimous; motion passed.

PURCHASE ORDERS					
Dept	PO#	Type	Amount	Payable To	Purpose
GEN	114-2025	REG	\$506.26	BWC	BWC True Up Report
RD	114-2025	REG	\$ 1,176.08	BWC	BWC True Up Report
PD	114-2025	REG	\$2,243.15	BWC	BWC True Up Report
FD	114-2025	REG	\$2,150.51	BWC	BWC True Up Report
GEN	116-2025	REG	\$594.70	Innovative Companies Ltd	Invoice
GEN	116-2025	REG	\$2834.15	Innovative Companies Ltd	Invoice
FD	116-2025	REG	\$412.14	Innovative Companies Ltd	Invoice

CHECKS		
Date	Starting No.	Ending No.
1/28/2025	87842	87849
1/23/2025	87850	87853

Fiscal Officer’s note: The last check number used on 1/9/25 was 87841

EFT DIRECT DEPOSITS			
Date	Starting No.	Ending No.	Description
1/23/25	143-2025	216-2025	Payroll

ON-LINE PAYMENT VOUCHERS		
Date	Starting No.	Ending No.
1/23/2025	142-2025	267-2025

VOUCHERS & WITHHOLDINGS				
Voucher	Payee	Amount	Dated	Description
218-2025	First National Bank EFTPS	\$ 35,787.03	1/28/2025	Employee & employer withholding – Federal
221-2025	Ohio Department of Taxation	\$145.70	1/28/2025	Employee & employer withholding – Local School Dist
219-2025	Treasurer, State of Ohio	\$5,868.57	1/28/2025	Employee & employer withholding – State
244-2025	Public Employees Retirement System	\$61,730.95	2/14/2025	Employee & employer withholding – Retirement
232-2025	Ohio Police & Fire Pension Fund	\$23,393.36	2/14/2025	Employee & employer withholding – Retirement
220-2025	Regional Income Tax Agency(RITA)	\$2,123.08	1/28/2025	Employee & employer withholding

Fiscal Officer's Report

The Fiscal Officer, Patricia Jarrett discussed payroll, adjustments and payouts. Also, finalizing the financial statements for completion by the end of January. All reports are in UAN for the closure of 2024. Trustee Craig Richter and the Fiscal Officer will work together on UAN and the Chester budget spreadsheet pertaining to the temporary budget.

Open/Ongoing Items

Township Records Commission

Mr. Radtke and Mrs. Jarrett will collaborate this year.

Road Department Roof Project

The Board of Trustees will set a special meeting date for the Road Department budget, the roof project and the options for a new building.

Stormwater Project

Chester is under the municipal stormwater permit and a project must be chosen before May 31, 2026. Mr. Radtke will inquire if the permeable surfaces at the Recycle Park will fall under the project guidelines or a stream restoration at Hancock Park (corner of Mulberry and RT 306). More information and evaluations will be needed. The Board of Trustees and the Road Superintendent will discuss other project ideas within the Township.

Upcoming Items/Deadlines

The Gateway-Chester Township Newsletter

Township Administrator Mark Purchase explained the township's newsletter, The Gateway, inserted into the Chesterland News newspaper, will significantly lower the cost rather than mailing. Also to ensure delivery to Chester residents and local businesses. The Township Administrator will finalize the cost of printing with John Karlovec owner of Karlovec Media Group next week.

Chester Hosting the GCTA Meeting/Dinner on July 9, 2025

Previous locations were Orchards Hills, Pattersons Fruit Farm and Mayfield Church. No decision has been made.

Discussions

Sick Leave Request

The Township Administrator clarified with counsel that sick leave forms should be protected and private.

Hanging Baskets from Abates Florist and Greenhouses, Inc.

Flower baskets and Hometown Hero Banners will be the focal point at the center of town, the intersections of route 306 and route 322, going in each direction. More information to follow.

2025 Goals

Mr. Radtke suggested Department Heads share their 2025 goals.

Executive Session

2025-26 Mr. Radtke moved to approve to enter into executive session at 8:29 PM 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 with public employees concerning compensation or other terms and conditions of their employment.

Mr. Mazzurco seconded. Roll call vote: Mr. Radtke, yes; Mr. Mazzurco, yes; Mr. Richter, yes. Motion passed.

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

Township Administrator, Mark Purchas left executive session 8:55 PM

The Board reentered public session at 8:57 PM.

2025-27 Mr. Radtke moved to approve the following wage compensation adjustments effective immediately and retroactive for the first full pay of 2025 from the table below.

Mr. Mazzurco seconded. Vote unanimous; motion passed.

Wage Compensation			
Name	Current Hourly Wage	Approved Hourly Wage	Other
Salli Mehall	\$20.10	\$20.90	
Lisa Braemer	\$24.52	\$25.50	\$700 bonus for 2025
Lisa Luoma	\$22.00	\$22.88	
Kathleen McCarthy	\$22.00	\$22.88	
Kimberly Bican	\$23.00	\$23.92	\$500 bonus for 2025

2025-28 Mr. Radtke moved to approve \$28,734.00 to J&L Door for 3 overhead doors for the mechanic's bay building. Mr. Mazzurco seconded. Vote unanimous; motion passed.

ADJOURNMENT:

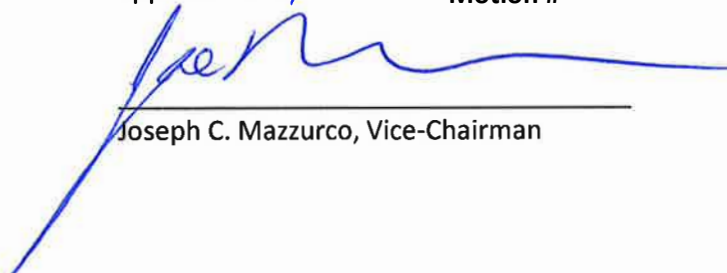
There being no further business before the Board, Mr. Radtke adjourned the meeting at **9:02 PM**.

Respectfully submitted,


Patricia Jarrett, Fiscal Officer

2/20/25 2025-52
Approval Date / Motion #


Ken Radtke, Jr., Chairman


Joseph C. Mazzurco, Vice-Chairman


Craig S. Richter, Trustee