

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

Roll Call: Present: Ken Radtke Jr., Craig Richter, Patricia Jarrett
Absent: Joe Mazzurco

Pledge of Allegiance to the Flag

The Board led the audience in reciting the Pledge of Allegiance to the Flag.

Leading Motion #: 2025-33

Executive Session

2025-33 Mr. Radtke moved to enter into executive session at 6:17 PM pursuant to Ohio Revised Code 121.22 (G) (1) to consider the compensation of a public employee(s), pursuant to Ohio Revised Code 121.22 (G) (2) to consider the purchase of property for public purposes and pursuant to Ohio Revised Code 121.22 (G) (4) reviewing bargaining sessions with public employee(s) concerning their 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 Captain Sherwood, Chief Young and John Onyshko, Township Administrator Mark Purchase and Fiscal Officer Patricia Jarrett.

Captain Sherwood and Chief Young left at 6:37 PM

John Onyshko left at 6:57 PM

Joe Mazzurco joined via phone at 6:58 PM and left at 7:17 PM

Vic Cizek joined via telephone at 6:59 PM and left at 7:16 PM

The Board reentered public session at 7:18 PM

Approval of Minutes

2025-34 Mr. Radtke moved to approve the Board of Trustees special meeting minutes for **1/29/25** as presented to the Board by the Fiscal Officer.

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

Township Administrator

The Gateway, Chester Township's newsletter will be inserted into the Chesterland News and will be delivered on Feb 12th to approximately 4700 homes.

Department Business- Road

12926 Cherry Lane / Sink Hole & Crossover Pipe

The Road Superintendent, John Onyshko shared that the sink hole is currently resolved and water flowing.

Pinewood-Woodlands Reconstruction Road Budget

The Geauga County Engineer's Office evaluation concluded that Pinewood and Woodlands roads will require full road reconstruction. Road Superintendent, Mr. Onyshko has allocated his funds to complete the two locations at approximately \$870,000.

2025-35 Mr. Radtke moved to approve after the fact motion to hire Nolan Fardink as a Road Worker I at a starting rate of \$24.00 effective February 2, 2025.
Mr. Richter seconded. Vote: Mr. Radtke, yes; Mr. Mazzurco, absent; Mr. Richter, yes. Motion passed.

2025-36 Mr. Radtke moved to approve Road Department expenditures as listed below.
Mr. Richter seconded. Vote: Mr. Radtke, yes; Mr. Mazzurco, absent; Mr. Richter, yes. Motion passed.

PO #	Type	Amount	Payable To	Purpose
119-2025	REG	\$6,500.00	Road Solutions Inc	Geomelt
120-2025	REG	\$37,600.00	The Sagamore Companies	Salt
122-2025	REG	\$2,000.00	Englefield, Inc	Bulk Oil, Washer Fluid, Grease
123-2025	REG	\$4,622.60	Cargill Inc	Additional Road Salt
125-2025	TNN	\$1,600.00	Sewer Cleaning Company LLC	Jet & Vacuum Catch Basin12061 County Line
126-2025	REG	\$6,000.00	Enbridge Gas Ohio	Natural Gas

Department Business- Fire

2025-37 Mr. Radtke moved to accept the retirement of Fire Chief William J. Shaw from Chester Township Fire Rescue effective at the close of business, 5:00 PM on Friday March 21, 2025.
Mr. Richter seconded. Vote: Mr. Radtke, yes; Mr. Mazzurco, absent; Mr. Richter, yes. Motion passed.

2025-38 Mr. Radtke moved to approve after the fact a leave of absence for part-time EMT/FF Ryan Baden effective 2/1/2025 until 2/28/2025 to finish paramedic training.
Mr. Richter seconded. Vote: Mr. Radtke, yes; Mr. Mazzurco, absent; Mr. Richter, yes. Motion passed.

2025-39 Mr. Radtke moved to approve Fire Department expenditures as listed below.
Mr. Richter seconded. Vote: Mr. Radtke, yes; Mr. Mazzurco, absent; Mr. Richter, yes. Motion passed.

PO #	Type	Amount	Payable To	Purpose
124-2025	REG	\$2,800.00	Chesterland Auto Repair LLC	Repair of Front Brakes on 3451 Ambulance
127-2025	REG	\$1,700.00	Firehouse Services & Consultants LLC	Install of Emergency Lighting/Communications on Ford F250

Department Business- Police

Purchase of Police Vehicle

Captain Sherwood spoke to the Board of Trustees regarding purchasing a special service vehicle. The 4-door RAM truck special service vehicle will assist in hauling generators and barricades as well as all other larger equipment used for safety situations and event purposes. The special service vehicle is estimated at \$42,000.00. Additional cost will be applied to update the equipment for the new special service vehicle.

Department Business- Zoning

Accessory Buildings - Side Yard

Mr. Radtke and Mr. Alusheff recently attended a Zoning Commission meeting and the discussion regarding an accessory building in the side yard was revisited. The Board of Trustees will gather past information and could meet again with the Zoning Inspector as well as the Zoning Commission to further discuss.

2025-40 Mr. Radtke moved to approve and authorize the use of all proposed and revised Chester Township zoning forms, as produced and recommended by the Zoning Inspector, effective immediately. Mr. Richter seconded. Vote: Mr. Radtke, yes; Mr. Mazzurco, absent; Mr. Richter, yes. Motion passed.

New Business

2025-41 Mr. Radtke moved to authorize reimbursement for expenses and payment for mileage at a rate of .70 cents per mile for Township Officials and employees traveling on Township business be effective on 2/7/2025 which is pursuant to IRS code. Mr. Richter seconded. Vote: Mr. Radtke, yes; Mr. Mazzurco, absent; Mr. Richter, yes. Motion passed.

Township Park

Perennial Gardeners

Will discuss at the next Board of Trustees Meeting on February 20, 2025.

2025-42 Mr. Radtke moved to approve the West Geauga Baseball Federation’s use of the fields at the Chester School property beginning April 21, 2025 through July 5, 2025, Monday through Friday from 5:00 PM until 9:00 PM and Saturdays 9:00 AM until 3:00 PM. Games will not be scheduled on Chester Clean-Up Day. Mr. Richter seconded. Vote: Mr. Radtke, yes; Mr. Mazzurco, absent; Mr. Richter, yes. Motion passed.

2025-43 Mr. Radtke moved to approve the use of the Chester Township properties as listed below: Mr. Richter seconded. Vote: Mr. Radtke, yes; Mr. Mazzurco, absent; Mr. Richter, yes. Motion passed.

Individual/Organization	Date(s)	Location	Time(s)	Event
Girl Scouts	2-23-25	TH Parking Lot	1-3 PM	Food Drive

Financial Items

2025-44 Mr. Radtke moved to approve the following increases in Revenue for the fund 2271-539-0000 Enforcement and Education, as provided in the chart below. Mr. Richter seconded. Roll call vote: Mr. Radtke, yes; Mr. Mazzurco, absent; Mr. Richter, yes. Motion passed.

INCREASE IN REVENUE		
ACCOUNT#	TYPE	AMOUNT
2271-539-0000	Enforcement and Education	\$15,064.42

2025-45 Mr. Radtke moved to approve a performance bonus for the 2024 year in the amount of \$5,000.00 to Township Administrator Mark Purchase. Mr. Richter seconded. Vote: Mr. Radtke, yes; Mr. Mazzurco, absent; Mr. Richter, yes. Motion passed.

2025-46 Mr. Radtke moved to approve the wage increase for the Road Superintendent John Onyshko in the amount of 4% retroactively effective to the first full pay period in 2025 and a performance bonus in the amount of \$4,000.00.
Mr. Richter seconded. Vote: Mr. Radtke, yes; Mr. Mazzurco, absent; Mr. Richter, yes. Motion passed.

2025-47 Mr. Radtke moved to approve financial transactions as listed below.
Mr. Richter seconded. Vote: Mr. Radtke, yes; Mr. Mazzurco, absent; Mr. Richter, yes. Motion passed.

PURCHASE ORDERS					
Dept	PO#	Type	Amount	Payable To	Purpose
GEN	121-2025	REG	\$1,017.60	Geauga County Engineer	2024 Annual Discharge Fee

CHECKS		
Date	Starting No.	Ending No.
2/11/2025	87854	87862
2/06/25	87863	87864
Fiscal Officer's note: The last check number used on 1-23-25 was 87853		

EFT DIRECT DEPOSITS			
Date	Starting No.	Ending No.	Description
2/11/2025	268-2025	336-2025	Payroll

ON-LINE PAYMENT VOUCHERS		
Date	Starting No.	Ending No.
2/06/25	340-2025	419-2025

VOUCHERS & WITHHOLDINGS				
Voucher	Payee	Amount	Dated	Description
338-2025	First National Bank EFTPS	\$21,860.91	2/11/2025	Employee & employer withholding – Federal
339-2025	Treasurer, State of Ohio	\$3,834.27	2/11/2025	Employee & employer withholding – State

Fiscal Officer's Report

Fiscal Officer Patricia Jarrett reported that the 2024 financial year is closed. Mrs. Jarrett will work on the Township Record Commission. Fiscal Officer spoke with Lake Business Products regarding the expiring lease that is approaching for most of the Township's printers. In the meeting with Lake Business Products, Mrs. Jarrett expressed the needs for each department such as faxing and scanning. A Lake Business Products representative will return with pricing and options next week. More information to follow.

Chester Township Bank Reconciliation			
Reconciled date		12/31/2024	
Prior UAN Balance			6,922,228.54
Actual Receipts	+	414,980.66	
Transfers for UAN Only	+	0.00	
Total Receipts	=		414,980.66
Payments	-	867,328.33	
Transfers for UAN Only	-	250,000.00	
Total Payments	=		1,117,328.33
Adjustments	+		60,152.87
Adjustments	-		0.00
Current UAN balance as of	12/31/2024		\$6,280,033.74

Other adjusting factors	+		-
Other adjusting factors	-		-
Adjusted UAN balance as of	12/31/2024		\$6,280,033.74
Entered bank balances as of	12/31/2024		\$6,429,111.22
Deposits in transit	+		0.00
Outstanding payments	-		149,077.48
Outstanding adjustments	+		0.00
Outstanding adjustments	-		0.00
Other adjusting factors	+		0.00
Other adjusting factors	-		0.00
Adjusted bank balances as of	12/31/2024		6,280,033.74
	Check		0.00

Chester Township Bank Balances			
As of	12/31/2024		
Business Banking			\$400,000.00
FNB Sweep Account			293,310.70
Star Ohio			5,735,800.52
Total			\$6,429,111.22
	Check		0.00

Open/Ongoing Items

Township Records Commission

No update at this time.

Road Department Roof Project/Building

A basic quote has the new road department building at an estimated 3 million dollars. The Road Superintendent John Onyshko will pursue grant funding with the federal government for consideration.

Stormwater Project

Hancock Park restoration that was performed last year may qualify for the Stormwater Project . Geauga County Soil and Water along with Geauga County Engineer’s Office will evaluate the Hancock Park project to see if it will qualify to fulfill the permit obligation.

Upcoming Items/Deadlines

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

Mr. Radtke, Mr. Purchase and Mrs. Bican will start researching a venue that will accommodate approximately 150 members of the GCTA for the July 9, 2025 meeting date.

Discussions

Tillman TI-OPP-37998 Cell Tower Inquiry

The inquiry is to place a cell tower at Hancock Park. This location due to the terms and conditions of this donated area may not be allowed. The Board of Trustees will investigate this location as well as the nearby cell tower already existing in this area. More information to follow.

2025 Goals Update
No update at this time

Government Update- 2/6, JM; 2/20, CR; 3/6, KR

ADJOURNMENT:

There being no further business before the Board, Mr. Radtke adjourned the meeting at 7:49 PM.

Respectfully submitted,



Patricia Jarrett, Fiscal Officer




Ken Radtke, Jr., Chairman



Craig S. Richter, Trustee

2/20/25 2025-53

Approval Date Motion #


Joseph C. Mazzurco, Vice-Chairman