

The Chester Township Board of Trustees met in **regular** session on **Thursday, February 20, 2025** in the Town Hall Meeting Room at **5:00 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 #: 2025-52

General Fund Permanent Appropriation Work Session

The Board of Trustees and the Fiscal Officer outlined the staff salaries and expenditures such as advertising pertaining to the general fund. A special meeting will be held for the 2025 permanent appropriations on March 6, 2025 at 7AM.

Approval of Minutes

2025-52 Mr. Radtke moved to approve the Board of Trustees meeting minutes for 1/23/25 as presented to the Board by the Fiscal Officer. Mr. Mazzurco seconded. Vote unanimous; motion passed.

2025-53 Mr. Radtke moved to approve the Board of Trustees meeting minutes for 2/6/25 as presented to the Board by the Fiscal Officer. Mr. Mazzurco seconded. Vote unanimous; motion passed.

Township Administrator

Department Business- Road

Pinewood-Woodlands

Pinewood-Woodland roads will go under full reconstruction once the weather is stable. Residents on these roads have received letters notifying them, as well as board policy regarding asphalt or concrete materials used to replace the aprons of their driveways.

2025-54 Mr. Radtke moved to rescind motion 2024-606-under Ohio Revised Code 505.10 (A) (7) the disposal of Motorola radios. Said equipment is obsolete and has no value and will be properly disposed of. Mr. Mazzurco seconded. Vote unanimous; motion passed.

2025-55 Mr. Radtke moved to approve the obsolete Road Department Motorola radios to be donated back to the Fire Department. Mr. Mazzurco seconded. Vote unanimous; motion passed.

2025-56 Mr. Radtke moved to approve Road Department expenditures as listed below. Mr. Mazzurco seconded. Vote unanimous; motion passed.

PO #	Type	Amount	Payable To	Purpose
128-2025	REG	\$37,600.00	The Sagamore Companies	Road Salt
129-2025	REG	\$59,150.00	Cargill Inc.	Road Salt
134-2025	REG	\$1,500.00	LBP Leasing Inc	Copier Contract
135-2025	REG	\$1,300.00	Defender Auto Glass	Contracted Services
136-2025	TNN	\$2,387.00	J&L Door Service	Repair of Lower Panel of Bay #1

Department Business- Fire

2025-57 Mr. Radtke moved to accept the resignation of Part-Time PM/FF Joseph Pavidonis effective February 14th, 2025. Mr. Mazzurco seconded. Vote unanimous; motion passed.

2025-58 Mr. Radtke moved to appoint Mark Purchase as acting Fire Chief effective February 26, 2025 from 5PM-6PM. Mr. Mazzurco seconded. Roll call vote: Mr. Radtke, yes; Mr. Mazzurco, yes; Mr. Richter, yes. Motion passed.

2025-59 Mr. Radtke moved to appoint Andrew Nagy as Acting Fire Chief effective Wednesday February 26, 2025 at 6PM. Mr. Mazzurco seconded. Roll call vote: Mr. Radtke, yes; Mr. Mazzurco, yes; Mr. Richter, yes. Motion passed.

Department Business- Police

2025-60 Mr. Radtke moved to approve, sign and execute the proposed three (3) year contract between the Chester Township Board of Trustees and the members of OPBA. The terms contained within this agreement shall apply to all police officers and sergeants during the following years of 2025, 2026 and 2027 and shall be retroactive back to the start of the first full pay period in January of this year.

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

2025-61 Mr. Radtke moved to amend Motion 2025-05 to credit Shaun Powers with 179.80 hours of sick time. Mr. Mazzurco seconded. Vote unanimous; motion passed.

2025-62 Mr. Radtke moved to approve Police Department expenditures as listed below.

Mr. Mazzurco seconded. Vote unanimous; motion passed.

PO #	Type	Amount	Payable To	Purpose
132-2025	REG	\$4,000.00	Jan-Pro Greater Cleveland	Cleaning SVC

Department Business- Zoning

2025-63 Mr. Radtke moved to accept the findings and recommendation of the Chester Township Zoning Commission (Forms 31 & 32), pursuant to proposed amendment, ZC-2025-1 (Findings of Fact) and to advertise and conduct a Public Hearing of the Board of Trustees, on Thursday / March 20, 2025 @ 7:00 PM, pursuant to ZC-2025-1. Mr. Mazzurco seconded. Roll call vote: Mr. Radtke, yes; Mr. Mazzurco, yes; Mr. Richter, yes. Motion passed.

2025-64 Mr. Radtke moved to approve and appoint, as a full voting member, George P. Minello to the Chester Township Board of Zoning Commission effective February 21st, 2025 and to expire on December 31st, 2028. Mr. Mazzurco seconded. Vote unanimous; motion passed.

New Business

Leadership Geauga- Youth Program (12:07)

The Board of Trustees will sponsor two (2) West Geauga High School students from Chester Township to attend the Leadership Geauga Youth Program. The two-week program is geared toward enhancing students' leadership skills and increasing confidence through team focused activities. Along with interacting with local businesses, government, and community leaders by participating in behind-the-scenes tours of Geauga's business and organizations.

2025-65 Mr. Radtke moved to approve \$600.00 to Leadership Geauga for the sponsorship of two (2) West Geauga Chesterland students to attend the Youth Leadership Program.

Mr. Mazzurco seconded. Vote unanimous; motion passed.

Township Park

Perennial Gardeners

Mr. Radtke will discuss at the March 6, 2025 Board of Trustees regular meeting.

2025-66 Mr. Radtke moved to approve after the fact 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
Jeffrey LaFavre	2/17/25	Thall Mtg. Room	6-8:30 PM	Robotic 4-H Club

Financial Items

2025-67 Mr. Radtke moved to approve financial transactions as listed below.
Mr. Mazzurco seconded. Vote unanimous; motion passed.

INTRA-FUND TRANSFERS				
Fund	Amount	From Account	To Account	Purpose
PD	\$4,000.00	2081-760-730-0000	2081-210-360-0000	Jan-Pro PO
GEN	\$2,782.07	1000-760-740-1205	1000-110-345-0000	Newsletter

PURCHASE ORDERS					
Dept	PO#	Type	Amount	Payable To	Purpose
GEN	130-2025	TNN	\$2,782.07	Legal News Publishing Co	Newsletter
GEN	131-2025	TNN	\$1,450.00	T.Covert/Electrolite Comm.	(6) American Flags
GEN	133-2025	REG	\$800.00	LBP Leasing Inc.	Copier Contract

CHECKS		
Date	Starting No.	Ending No.
2/20/25	87873	
2/25/25	87865	87872

Fiscal Officer's note: the last check number used on 2-6-25 was 87864

EFT DIRECT DEPOSITS			
Date	Starting No.	Ending No.	Description
2/25/25	422-2025	492-2025	Payroll

ON-LINE PAYMENT VOUCHERS		
Date	Starting No.	Ending No.
2/20/25	500-2025	556-2025

VOUCHERS & WITHHOLDINGS				
Voucher	Payee	Amount	Dated	Description
494-2025	First National Bank EFTPS	\$25,432.19	2/25/25	Employee & employer withholding – Federal
497-2025	Ohio Department of Taxation	\$95.21	2/25/25	Employee & employer withholding – Local School Dist
495-2025	Treasurer, State of Ohio	\$4,340.80	2/25/25	Employee & employer withholding – State
498-2025	Public Employees Retirement System	\$57,115.85	3/14/25	Employee & employer withholding – Retirement
499-2025	Ohio Police & Fire Pension Fund	\$23,599.66	3/14/25	Employee & employer withholding – Retirement
496-2025	Regional Income Tax Agency(RITA)	\$1,920.15	2/25/25	Employee & employer withholding

Fiscal Officer's Report

Chester Township Bank Reconciliation			
Reconciled date		1/31/2025	
Prior UAN Balance			6,280,033.74
Actual Receipts	+	505,488.88	
Transfers for UAN Only	+	650,000.00	
Total Receipts	=		1,155,488.88
Payments	-	1,290,640.30	
Transfers for UAN Only	-	0.00	
Total Payments	=		1,290,640.30

Adjustments	+		0.00
Adjustments	-		0.00
Current UAN balance as of	1/31/2025		\$6,144,882.32
Other adjusting factors	+		-
Other adjusting factors	-		-
Adjusted UAN balance as of	1/31/2025		\$6,144,882.32
Entered bank balances as of	1/31/2025		\$6,225,581.63
Deposits in transit	+		0.00
Outstanding payments	-		80,699.31
Outstanding adjustments	+		0.00
Outstanding adjustments	-		0.00
Other adjusting factors	+		0.00
Other adjusting factors	-		0.00
Adjusted bank balances as of	1/31/2025		6,144,882.32

Check 0.00

Chester Township Bank Balances			
As of		1/31/2025	
Business Banking			\$400,000.00
FNB Sweep Account			719,045.27
Star Ohio			5,106,536.36
Total			\$6,225,581.63

Check 0.00

Presentation

Jim Metcalf - Ohio State Historical Marker at the Geauga Seminary Site

Mr. Metcalf with Kiwanis proposed to the Board of Trustees the Geauga Seminary-James Garfield Historical Marker. The Historical Marker would be located at the Recycle Park where the Geauga Seminary existed from 1843-1927. Also, where James Garfield attended from 1849-1850. If the application is accepted, the cost of the historical marker is approximately \$4500. Mr. Metcalf plans on applying to available grants through the historical marker program with the intent to defray a lot of the cost. Mr. Metcalf presented an agreement to be signed by the Board of Trustees for permission for the marker to be placed on the property.

2025-68 Mr. Radtke moved to approve and sign property owner permission form for Ohio Historical Marker located at Geauga Seminary School at 12535 Chillicothe Road. Mr. Mazzurco seconded. Vote unanimous; motion passed.

Open/Ongoing Items

Township Records Commission No update at this time

Road Department Roof Project -Will discuss at February 24, 2025 special meeting.

Stormwater Project/Hancock Park - No update at this time

Upcoming Items/Deadlines

Chester Hosting the GCTA Meeting/Dinner on July 9, 2025- No update at this time.

Discussions

2025 Department Goals- No update at this time.

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

Executive Session

2025-69 Mr. Radtke moved to enter into executive session at 6:42 PM pursuant to Ohio Revised Code 121.22 (G) (1) consider compensation of a public employee.

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.

The Board reentered public session at 7:14 PM.

ADJOURNMENT:

There being no further business before the Board, Mr. Radtke adjourned the meeting at 7:14 PM.

Respectfully submitted,

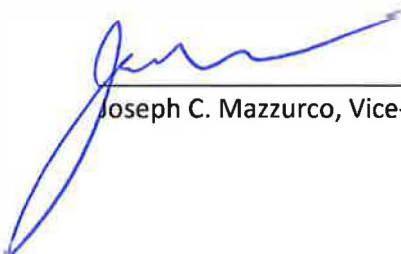


Patricia Jarrett, Fiscal Officer

3/6/25 Motion # 2025-73
Approval Date



Ken Radtke, Jr., Chairman



Joseph C. Mazzurco, Vice-Chairman



Craig S. Richter, Trustee