

The Chester Township Board of Trustees met in **regular** session on **Thursday, May 1, 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 #: 2025-132

Oath of Office Swearing In of Full-Time Firefighter/Paramedic Nicholas Light

Chief Nagy spoke highly of Firefighter and Paramedic Nicholas Light who has brought experience, professionalism, skills and will be a strong asset to Chester Fire Department. Trustee Ken Radtke swore in Firefighter/Paramedic Nicholas Light.

2025-132 Mr. Radtke moved to approve and authorize the recommendation of the Fire Chief to transition the current employment status of Nicholas Light, from part-time to full-time employment with the Chester Township Fire Department. This status change shall become effective Saturday May 3, 2025, at an hourly rate of \$26.98, along with a required one-year probationary period.

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

6:00 PM Presentation: Sedgewick/BWC with Mara McClain

Mara McClain presented to the Board the latest on Workmen's Compensation. The Township is on a tradition group rating program currently. A snapshot for the last 4 years of losses, performance to figure out the upcoming year rates. The Board of Trustees will budget accordingly for the upcoming year.

Presentation: Roger Riachi of RFC Contracting

Police Chief Craig Young explained interviewing and identifying a representative to walk the Township through the steps of creating a new Police Department building. Roger Riachi of RFC Contracting spoke and took questions from the Board about the process. Chief Young and Cpt. Sherwood discussed the grants that are available and that have been applied for.

Approval of Minutes

2025-133 Mr. Radtke moved to approve the Board of Trustees meeting minutes for 3/20/25 as presented to the Board by the Fiscal Officer and to waive the reading of the minutes.

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

2025-134 Mr. Radtke moved to approve the Board of Trustees meeting minutes for 4/17/25 as presented to the Board by the Fiscal Officer and to waive the reading of the minutes.

Mr. Mazzurco seconded. Vote unanimous; motion passed.

2025-135 Mr. Radtke moved to amend motion 2025-134 to reflect 4/3/25 meeting minutes.

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

Township Administrator

Public Comments/ Questions

Department Business- Road

Sperry Road-Forest Lane-The Geauga County Engineer’s Office mentioned having Chester Road Department change a county road pipe and the county will provide the materials. More information to come.

12220 Reserve Lane Property Pin- The Board discussed the request from the Geauga County Engineer’s Office to identify and locate a monument pin at 12220 Reserve Lane.

2025-136 Mr. Radtke moved to approve and authorize Geauga County Engineer’s Office to identify and locate and place a monument pin at 12220 Reserve Lane. Mr. Mazzurco seconded. Vote unanimous; motion passed.

12567 Ward Dr-Road Pipe Replacement- Clarification was needed for the Gattozzi Funeral home Ward Drive exit location. The meeting minutes stated a replacement of a catch basin. With further inspection with a camera from our Road Superintendent, a pipe in that location will need to be replaced. Gattozzi’s Funeral Home will pay for the concrete replacement. Mr. Purchase will verify with the Road Superintendent on which pipe will be replaced, a road or drive pipe.

2025-137 Mr. Radtke moved to approve a refund for David Smorado at 11836 Pinewood Trail in the amount of \$143.80 using account number 2031-330-599-0000 Other/ Expenses
Mr. Mazzurco seconded. Vote unanimous; motion passed.

2025-138 Mr. Radtke moved to approve after the fact a refund to Kathryn Porcen at 7750 Woodlands Trail in the amount of \$620.70 for a driveway pipe she chose not to install.
Mr. Mazzurco seconded. Vote unanimous; motion passed.

2025-139 Mr. Radtke moved to rescind motion # **2025-119** *Mr. Radtke moved to approve a purchase order and entering into special service agreement for engineering services for the Salt Dome repair in the amount of \$6,700.00. Mr. Mazzurco seconded. Vote unanimous; motion passed.* Mr. Mazzurco seconded. Vote unanimous; motion passed.

Road Department Salt Dome- The Geauga County Engineer’s Office evaluated the Salt Dome and declared it is sound for repair.

2025-140 Mr. Radtke moved to approve Road Department expenditures as listed below.
Mr. Mazzurco seconded. Vote unanimous; motion passed.

PO #	Type	Amount	Payable To	Purpose
194-2025	REG	\$654.21	ODJFS	Unemployment Compensation
198-2025	REG	\$20,030.00	J & L Door	Improvement of Sites

Mr. Richter will investigate the options to slow the traffic on Reserve Lane.

Department Business- Fire

2025-141 Mr. Radtke moved to approve Fire Department expenditures as listed below.
Mr. Mazzurco seconded. Vote unanimous; motion passed.

PO #	Type	Amount	Payable To	Purpose
196-2025	REG	\$2100	Ohio Fire Chief’s Association	Ohio Fire Exec. Officer Training Course
197-2025	REG	\$1627.94	FNB Commercial Credit Card	Battery saws for engine# 3422 & Pickup #3482
199-2025	REG	\$14,000	Nelson Onderdonk Roofing LLC	Install siding over damaged stucco on FS #1
200-2025	REG	\$1285.41	Ayers Well Drilling	Install of RO Water Filtration System for FS drinking water

Department Business- Police

No business at this time

Department Business-Zoning

The Board will have an executive session later in the meeting where they expect to decide on the applicants for the Land Use Plan Committee.

New Business

Phone Stipend- Patricia Jarrett explained the request of a phone stipend for the Assistant to the Fiscal Officer, Mary Lou Florentine. Mrs. Jarrett stated FNB Bank is requiring software to be placed on the fiscal department cell phones for a two (2) step authentication.

2025-142 Mr. Radtke moved to approve a cell phone stipend for Mary Lou Florentine to be paid in May 2025 of \$110.00 for the year 2025. Mr. Mazzurco seconded. Vote unanimous; motion passed.

Stream Restoration Plan Needed for MS4 Permit Compliance- A recommendation from the Geauga County Soil and Water District as well as Geauga County Engineer’s Office to perform the completion of the restoration of at least 300 linear feet of channelized stream at the Hancock Memorial Park to satisfy the Storm Water Permit.

2025-143 Mr. Radtke moved to approve and authorize the Geauga County Soil and Water Conservation District and Geauga County Engineer in support of our storm water pollution prevention program to complete the restoration of at least 300 linear feet of channelized stream at the Hancock Memorial Park to satisfy the Storm Water Permit obligations. Mr. Mazzurco seconded. Vote unanimous; motion passed.

Natural Gas for the Township-NOPEC- Mr. Purchase and Mrs. Jarrett confirmed that three (3) of our buildings were not converted over to NOPEC. Once the conversion of the three (3) buildings is complete the township will go from IGS as the supplier to NOPEC for gas and electricity.

Reappoint Evan Byrum West Geauga Community Joint Recreational District Board- The board received a letter of interest from Evan Byrum and agreed upon his reappointment.

2025-144 Mr. Radtke moved to approve and reappoint Evan Byrum to a position on the West Geauga Community Joint Recreational District Board for a 3-year term expiring March 31, 2028. Mr. Mazzurco seconded. Vote unanimous; motion passed.

2025-145 Mr. Radtke moved to approve and renew annual Ohio / Geauga Township Association Memberships for both active members, Mr. Radtke Jr., Mr. Mazzurco, Mr. Richter and Mrs. Jarrett, as well as Affiliate Members, Township Administrator Mark Purchase, Police Chief Craig Young, , Road Superintendent John Onyshko, Fire Chief Nagy and Zoning Inspector Chris Alusheff. The total cost shall be submitted via check, in the amount of \$455.00. Mr. Mazzurco seconded. Vote unanimous; motion passed.

2025-146 Mr. Radtke moved to approve and authorize the creation of a Purchase Order from the township Appropriated Line Item: 1000-760-720-1202 Buildings - Park & Rec, in the amount of \$5,766.80 and made payable to Ayers Well Drilling, 10743 Chillicothe Road, Kirtland, Ohio 44094, for re-bedding and rebuilding of the greensand iron filters for the Township's primary water source to all government buildings. The quote includes all labor, materials and new equipment. Mr. Mazzurco seconded. Vote unanimous; motion passed.

2025-147 Mr. Radtke moved to approve and up to \$1,100.00 payable to Petroleum UST Release Compensation Board for the annual assessment fee for underground fuel storage tanks in the following amounts below: Mr. Mazzurco seconded. Roll call vote: Mr. Radtke, yes; Mr. Mazzurco, yes; Mr. Richter, yes. Motion passed.

2031-330-599-0000 Other/Other Expenses	\$550.00
2111-220-599-0000 Other/Other Expenses	\$550.00

2025-148 Mr. Radtke moved to consider, approve, and sign the Proclamation for the Memorial Day Ceremony at the Chester Township Cemetery on May 26, 2025. Mr. Mazzurco seconded. Vote unanimous; motion passed.

2025-149 Mr. Radtke moved to approve and sign a cemetery deed for the sale of the following plot(s) listed below. Mr. Mazzurco seconded. Vote unanimous; motion passed.

DEED #	SECTION	PLOT	SITE(S)
25-006	1	082	2
25-007	3	033	1,2,3

Township Park

2025-150 Mr. Radtke 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
Shana Cala	5-18-25	Pavilion West	11am-1pm	Birthday Party
WG Baseball Federation	4/28-7/19/25 and 5/16-8/16	Baseball Field	M-F 5pm-10pm Saturday 9am-11pm	Girls Softball and Co-Ed Leagues
Hunting Valley Preserve	6/3/25	Town Hall Mtg. Room	8pm	HOA Meeting
Jason King-Most Holy Trinity Romanian Catholic	6/7/25	Pavilion East	1:30-6pm	Feast Day

Mr. Mazzurco mentioned the West Geauga Lions Club Football registration is open as well as the Metzenbaum Craft Show. Both banners will be displayed on the Parkside Park fence at the corner of RT 306 and RT 322.

Financial Items

2025-151 Mr. Radtke moved to approve after the fact the following checks for medical premiums. The premiums were due prior to the next regular Board of Trustees meeting.

Mr. Mazzurco seconded. Vote unanimous; motion passed.

Check No.	Date
87922	4/21/25
87923	4/21/25

2025-152 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
GEN	\$118.76	1000-930-930-0000	1000-110-240-0000	ODJFS Invoice
RD	\$654.21	2031-930-930-0000	2031-330-240-0000	ODJFS Invoice
RD	\$20,030.00	2031-930-930-0000	2031-760-730-0000	J&L Door Invoice

PURCHASE ORDERS					
Dept	PO#	Type	Amount	Payable To	Purpose
GEN	194-2025	REG	\$118.76	ODJFS	Unemployment Compensation
GEN	195-2025	REG	\$300.00	David Herr	2025 Memorial Day Bagging

CHECKS		
Date	Starting No.	Ending No.
5/6/25	87924	87932
4/28/25		87933
5/1/25	87934	87943

Fiscal Officer's note: the last check number used on 4/21/25 was 87923

EFT DIRECT DEPOSITS			
Date	Starting No.	Ending No.	Description
5/6/25	1086-2025	1155-2025	Payroll

ON-LINE PAYMENT VOUCHERS		
Date	Starting No.	Ending No.
5/1/25	1161-2025	1222-2025

VOUCHERS & WITHHOLDINGS				
Voucher	Payee	Amount	Dated	Description
1157-2025	First National Bank EFTPS	\$22,109.39	5/6/25	Employee & employer withholding – Federal
1158-2025	Treasurer, State of Ohio	\$3857.26	5/6/25	Employee & employer withholding – State
1159-2025	Public Employees Retirement System	\$58,032.71	5/27/25	Employee & employer withholding – Retirement
1160-2025	Ohio Police & Fire Pension Fund	\$21,297.95	5/27/25	Employee & employer withholding – Retirement

Fiscal Officer’s Report

The Fiscal Officer Patricia Jarrett attended the OAPT seminar in Bellville, OH. She discussed several topics that were presented at the seminar.

Mrs. Jarrett discussed the Toshiba copier contract and received a bid for three (3) copiers. More information is to be collected before the contract is sent to the Assistant Prosecutor for review. Mrs. Jarrett will communicate with each department to verify the expectations of the copiers.

Township Health Insurance-Medical Mutual- The Board decided to stay with Medical Mutual for a one-year contract with an 8% rate increase.

2025-153 Mr. Radtke moved to enter a contract with Medical Mutual for one(1) year term beginning July 1, 2025 at the 8% increase rate.

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

Open/Ongoing Items

Township Records Commission No Update

Road Department Building Garage-The board discussed options pertaining to a new service garage building. The board will reach out to Roger Riachi of RFC Contracting as well.

Sherman Road Tree Removal Project- Quotes are being requested for the removal of dead pine trees within the road right of way.

Upcoming Items/Deadlines

Hometown Hero Banners- Currently there are 16 banners that will be displayed for 2 years from Memorial Day to Veterans Day.

Memorial Day Ceremony May 26th at 10 AM- Tasks were reviewed and the program will be finalized.

West G Community Day (formally Unity Day)-June 28th at Eddy’s Fruit Farm-CANCELED

Chester Hosting the GCTA Meeting/Dinner on July 9, 2025- No Update

Patricia Jarrett left the meeting at 8:21 PM

Mr. Purchase served at Clerk Pro Tem.

Discussions

Drinking Water Lab Results- The well water was tested and magnesium was above the secondary drinking water standard for odor, color and taste not for health.

Parking Request/ Recycle Park Ball Fields- The Board will allow the Proactive Behavior Services located on the corner of RT 306 and Seminary, to park in the back portion of Chester Recycle Park (baseball/t-ball field parking area), Monday through Friday during business hours, until the expansion of their parking lot is complete.

Government Update- 5/1; JM, 5/15; CR, 5/29; KR

Executive Session

2025-154 Mr. Radtke moved to enter into executive session at 8:23 PM pursuant to Ohio Revised Code 121.22 (G) (1) to consider the appointment and compensation of a public employee(s)
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.

The Board reentered public session at 8:50 PM.

2025-155 Mr. Radtke moved to approve and appoint the following volunteer applicants to the Township's Land Use Plan Committee, effective immediately in the chart below. Including a rotating elected officials which include the Board of Trustees and the Fiscal Officer. Mr. Mazzurco seconded. Vote unanimous; motion passed.

Andy Chess	Linda Nissen
Annette Ciancibello	David Patterson
Mindy Denamen	Elaine Peitrangelo
Kristin Jackson	Lynn Roman
Greg Mersol	Tim Rosenbaum
Jeff Sherwood	Matthew Spetrino
Mike Wacker	Rotating Township Elected Official

ADJOURNMENT:

There being no further business before the Board, Mr. Radtke adjourned the meeting at 8:51 PM.

Respectfully submitted,


Patricia Jarrett, Fiscal Officer

5/15/2025
Approval Date Motion # 2025-158


Ken Radtke, Jr., Chairman


Joseph C. Mazzurco, Vice-Chairman


Craig S. Richter, Trustee