

he Chester Township Board of Trustees met in **regular** session on **Thursday, May 15, 2025** in the Town Hall Meeting Room at **6:30 PM** Chairman Ken Radtke Jr. presided.

Roll Call:	Present:	Ken Radtke Jr. Joseph Mazzurco Craig S. Richter
	Absent:	Patricia Jarrett
	Clerk Pro Tem:	Mark Purchase

Pledge of Allegiance to the Flag

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

Leading Motion #: 2025-157

Executive Session

2025-157 Mr. Radtke to enter into executive session at 6:30 PM pursuant to Ohio Revised Code 121.22 G(4) reviewing negotiations with public employees concerning their compensation and 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.

Attorney Michael Zhelesnik joined via phone at 6:32 PM and left at 6:51 PM.

The Board reentered public session at 6:52 PM.

11500 Fox Haven Drive

The Board of Trustees will start the process by determining if the home at 11500 Fox Haven Drive is structurally unsound. The home is in poor condition including visible holes in the roof. The Board will contact the Geauga County Building Department for advisement.

Approval of Minutes

2025-158 Mr. Radtke moved to approve the Board of Trustees meeting minutes for 4/17/25, 5/1/25 and special meeting minutes for 4/24/25, 5/9/25 as presented to the Board by the Fiscal Officer and to waive the reading of the minutes.

Mr. Mazzurco seconded. Vote unanimous; motion passed.

Public Comments/ Questions

No comments

7:00 PM Public Hearing- Zoning Amendment

2025-159 Mr. Radtke moved to open the public hearing for Zoning Amendment ZC-2025-2 at 7:00 PM.

Mr. Mazzurco seconded. Vote unanimous; motion passed.

2025-160 Mr. Radtke moved to waive the reading of the legal notice.

Mr. Mazzurco seconded. Vote unanimous; motion passed.

In public comments, residents Linda Gifford and Margaret Muehling recommended denial of the proposed amendment ZC-2025-2. Mrs. Gifford and Mrs. Muehling stated an accessory building in the side yard would be unsightly and would have a negative impact on property value. Their other concern is the way the proposed amendment is written and believe that it will be difficult to enforce.

Mr. Richter would like a clear definition of a "lean-to" in the proposed amendment ZC-C-2025-2.

2025-161 Mr. Radtke moved to close the public comment portion of the public hearing.
Mr. Mazzurco seconded. Vote unanimous; motion passed.

2025-162 Mr. Radtke moved to continue the public hearing at 7:39 PM for Zoning Amendment ZC-2025-2.
Mr. Mazzurco seconded. Roll call vote: Mr. Radtke, yes; Mr. Mazzurco, yes; Mr. Richter, yes. Motion passed

2025-163 Mr. Radtke moved to amend motion 2025-162 to reference continuing the motion to 6:35 PM on May 29, 2025 at Chester Town Hall.
Mr. Mazzurco seconded. Roll call vote: Mr. Radtke, yes; Mr. Mazzurco, yes; Mr. Richter, yes. Motion passed

2025-164 Mr. Radtke moved to open the public hearing for Zoning Amendment ZC-2025-3 at 7:40 PM.
Mr. Mazzurco seconded. Vote unanimous; motion passed.

2025-165 Mr. Radtke moved to waive the reading of the legal notice.
Mr. Mazzurco seconded. Vote unanimous; motion passed.

Public comments from Linda Gifford and Margaret Muehling. Mrs. Muehling recommended the continuation of ZC-2025-3 due to lack of zoning language in the proposed amendment.

Resident, Greg Mersol also spoke upon the proposed resolution. He shared the benefits and electric company regulations as well as his solar panel plan for his property to the Board of Trustees.

2025-166 Mr. Radtke moved to close the public comment portion of the public hearing.
Mr. Mazzurco seconded. Vote unanimous; motion passed.

2025-167 Mr. Radtke moved to close the public hearing at 8:08 PM for Zoning Amendment ZC-2025-3.
Mr. Mazzurco seconded. Roll call vote: Mr. Radtke, yes; Mr. Mazzurco, yes; Mr. Richter, yes. Motion passed

2025-168 Mr. Radtke moved to adopt with modifications limiting the height of the ground mounted solar panels to eight (8) feet and the word "must" appears in this proposed amendment replaced with the word "shall" as presented by the Chester Township Zoning Commission and recommended by the Geauga County Planning Commission for ZC-2025-3.
Mr. Mazzurco seconded. Roll call vote: Mr. Radtke, yes; Mr. Mazzurco, yes; Mr. Richter, yes. Motion passed

Presentation

George Zehnder- Chester Cemetery Clean Up/Tombstone Repair and Memorial Day Fly Over

Mr. Zehnder with the Chester Grave Hunters have been cleaning with specialized cleaner, the tombstones at the three (3) Chester Cemeteries. Mr. Zehnder attended a company presentation on how to reset, restore and repair tombstones. More information is requested by the Trustees about this company and if it would benefit Chester Township Cemeteries.

Mr. Zehnder contacted the Ohio Air National Guard to request a fly over for the Memorial Day Ceremony.

Department Business- Road

The Township Administrator, Mr. Purchase, discussed with the Board of Trustees drive and road pipe repairs throughout Chester Township.

Department Business- Zoning

Land Use Plan: May 20th Kickoff Meeting

The kickoff meeting will consist of an introduction and “what to expect” in the upcoming meetings.

2025-169 Mr. Radtke moved to approve a Board of Trustees special on May 20, 2025 at 6:00 PM at Chester Town Hall for participation in the Land Use Plan Committee meeting.

Mr. Mazzurco seconded. Vote unanimous; motion passed.

ArcGIS Mapping

Zoning Inspector, Chris Alusheff obtained the ArcGIS program subscription. This program is used by Geauga County as well and it will help integrate with them. With this program Mr. Alusheff is able to create visual maps with distinctive filters in Chester Township. This program will assist the zoning department and could assist all the departments at Chester Township.

2025-170 Mr. Radtke moved to award the bid for RC-CHE-V-2025 road reconstructing projects listed below as recommended and approved by the Geauga County Engineer.

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

Project No.	Project Name	Awarded to	Amount
RC-CHE-V-2025	Reconstructing of Various Roads	Ronyak Paving, Inc	\$937,250.00

2025-171 Mr. Radtke moved to approve a PO for Ronyak Paving in the amount of \$ 937,250 using the following account numbers below:

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

PO #	Amount	From Account Number
214-2025	\$201,000	2021-330-360-000 Gas Tax Contracted Services
214-2025	\$35,000	2011-330-360-0000 Motor Vehicle License Tax Contracted Services
214-2025	\$35,000	2231-330-360-0000 Permissive Motor Vehicle License Tax Contracted Services
214-2025	\$666, 250	2031-330-360-0000 Road and Bridge Contracted Services.

2025-172 Mr. Radtke moved to approve the resignation of Mike Petronzio as the Seasonal Grounds position, effective May 22, 2025

Mr. Mazzurco seconded. Vote unanimous; motion passed.

2025-173 Mr. Radtke moved to approve the advertising of a Part Time Seasonal Grounds position in the Maple Leaf, Chester News, and Indeed.com applications to be submitted by June 13, 2025, to Townhall.

Mr. Mazzurco seconded. Vote unanimous; motion passed.

2025-174 Mr. Radtke moved to approve a PO for Candor Logistics in the amount \$1,000.00 to pick up precast concrete blocks using account number 2031-330-360-0000 Contracted Services

Mr. Mazzurco seconded. Vote unanimous; motion passed.

2025-175 Mr. Radtke moved to approve Road Department expenditures as listed below.

Mr. Mazzurco seconded. Vote unanimous; motion passed.

PO #	Type	Amount	Payable To	Purpose
205-2025	REG	\$4,000	J&L Door Service	Replacement of Various Parts on Overhead Doors
206-2025	REG	\$2,000	Ground Penetrating Radar Syst.	Locate Utilities on Various Sites
207-2025	REG	\$12,000	DiLauro's Tree Service	Removal of Dead Trees on Sherman Road
208-2025	REG	\$2,500	Turney Home and Auto	Other Supplies/Materials
202-2025	REG	\$650.00	Kimble Recycling & Disposal Inc	Trash Removal
204-2025	REG	\$1,777.05	BWC	Group Retro Pymt
209-2025	REG	\$5,000.00	Stefanik Iosue & Assoc.	Legal Fees/Union Negotiations
215-2025	REG	\$10,167.00	Ohio Public Works Commission	055-13988

Department Business- Fire

2025-176 Mr. Radtke moved to accept an award of (2) Lucas 3.0 CPR devices with an approximate value of \$40,000 from The Gary Sinise Foundation.

Mr. Mazzurco seconded. Vote unanimous; motion passed.

2025-177 Mr. Radtke moved to approve the hiring of Juliano Jajcevic as a part-time Firefighter/EMT-Basic at a rate of \$20.55 per hour effective May 19, 2025, contingent upon successful completion of a drug test and background check.

Mr. Mazzurco seconded. Vote unanimous; motion passed.

2025-178 Mr. Radtke moved to approve the hiring of Jordan Groff as a part-time Firefighter/EMT-Basic at a rate of \$20.55 per hour effective May 19, 2025, contingent upon successful completion of a drug test and background check.

Mr. Mazzurco seconded. Vote unanimous; motion passed.

2025-179 Mr. Radtke moved to approve the 2025 - 2027 collective bargaining agreement between the Chester Township Trustees and Chester Township Firefighters' Association effective January 5, 2025

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

2025-180 Mr. Radtke moved to accept after the fact the resignation of part-time Paramedic/Firefighter John Havel, effective May 6, 2025.

Mr. Mazzurco seconded. Vote unanimous; motion passed.

2025-181 Mr. Radtke moved to accept after the fact the resignation of part-time Paramedic/Firefighter Shane Macalla, effective May 1, 2025.

Mr. Mazzurco seconded. Vote unanimous; motion passed.

2025-182 Mr. Radtke moved to approve Fire Department expenditures as listed below.

Mr. Mazzurco seconded. Vote unanimous; motion passed.

PO #	Type	Amount	Payable To	Purpose
213-2025	REG	\$14,620.85	Certapro Painters	Repair, Prep & Painting all current exterior siding and doors on Fire Station #1
203-2025	REG	\$10,600.00	Granite Telecom	Telephone
204-2025	REG	\$3,332.11	BWC	Group Retro Pymt
210-2025	REG	\$3297.12	Innovative Co Ltd	2025 Landscaping Parkside, Town Hall, Fire Department

Department Business- Police

2025-183 Mr. Radtke moved to approve Police Department expenditures as listed below.

Mr. Mazzurco seconded. Vote unanimous; motion passed.

PO #	Type	Amount	Payable To	Purpose
204-2025	REG	\$3,179.01	BWC	Group Retro Pymt

Department Business- Zoning

2025-184 Mr. Radtke moved to approve and authorize the payment to Tonya Peto, for Zoning Commission member, Anthony Peto stipend of \$25 per meeting for his attendance at two January 2025 meetings. Mr. Mazzurco seconded. Vote unanimous; motion passed.

New Business

Department Employee Training

The Board of Trustees are requesting to be notified if a department head is training off site and what the training is related to.

OTARMA Vehicle Liability Coverage

Mr. Purchase discussed full coverage versus liability insurance coverage related to some of the road department vehicles.

2025-185 Mr. Radtke moved to approve, sign and enter into the proposed Owner's Representative Agreement between the Chester Township Board of Trustees and Roger Riachi of RFC Contracting / 13477 Prospect Rd, Strongsville, OH 44149, for purposes of assisting the Township with the following two capital projects: Road Department Service Garage and schematic drawings for the Road and Police Department.

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

Note: The owners' rep fees for Roger Riachi during the SD (initial) phase will be approximately \$8,000.00 for both the Road & police department buildings. If the Road Department Garage moves into a full construction phase, the owner's rep fees may be an additional \$100,000.00 to see that project through to completion.

Donation

From/Name	Donation Received	Purpose
Ken Kolsom	\$100	Memorial Day

Memorial Day Ceremony- The Board of Trustees will approve the print of the Memorial Day Ceremony program by this week.

Township Park

Pickleball Windscreens

The pickleball representative, Barry Leven is requesting windscreens for the surrounding fence of the pickleball court. Mr. Radtke suggested communication between the Park Board and the Board of Trustees regarding the landscaping for the surrounding area of the Pickleball courts and the windscreens.

2025-186 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
Boys Lacrosse	5/18/25	Thall Parking Lot/Car Wash	12-4PM	Fundraiser
Carrie LaCava-Lee	5/24/25	Pavilion West	1-3PM	Birthday Party
WGHS Softball	5/17/25	Baseball Field	5-9:30PM	WG Varsity vs NDCL

Financial Items

Chester Township Bank Reconciliation			
Reconciled date		4/30/2025	
Prior UAN Balance			8,685,145.16
Actual Receipts	+	493,801.89	
Transfers for UAN Only	+	600,000.00	
Total Receipts	=		1,093,801.89
Payments	-	1,054,075.86	
Transfers for UAN Only	-	0.00	
Total Payments	=		1,054,075.86
Adjustments	+		
Adjustments	-		122,433.82
Current UAN balance as of	4/30/2025		\$8,602,437.37
Other adjusting factors	+		-
Other adjusting factors	-		-
Adjusted UAN balance as of	4/30/2025		\$8,602,437.37
Entered bank balances as of	4/30/2025		\$8,610,571.03
Deposits in transit	+		0.00
Outstanding payments	-		8,133.66
Outstanding adjustments	+		0.00
Outstanding adjustments	-		0.00
Other adjusting factors	+		0.00
Other adjusting factors	-		0.00
Adjusted bank balances as of	4/30/2025		8,602,437.37

Check 0.00

Chester Township Bank Balances			
As of		4/30/2025	
Business Banking			\$400,000.00
FNB Sweep Account			781,042.03
Star Ohio			7,429,529.00
Total			\$8,610,571.03

Check 0.00

2025-187 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
FD	\$10,600.00	2111-930-930-0000	2111-220-341-0000	Telephone Through Ye
Gas Tax	\$25,000.00	2021-760-750-0000	2021-330-360-0000	Per J Onyshko
RD	\$43,187.00	2031-760-750-0000	2031-330-360-0000	Per J Onyshko
Gas Tax	\$19,167.39	2021-760-750-0000	2021-330-360-0000	Ronyak Paving

PURCHASE ORDERS					
Dept	PO#	Type	Amount	Payable To	Purpose
GEN	204-2025	REG	\$675.83	BWC	Group Retro Pymt
GEN	210-2025	REG	\$4757.66	Innovative Co Ltd	2025 Landscaping: Thall, FD, Pkside
GEN	210-2025	REG	\$22,672.73	Innovative Co Ltd	2025 Landscaping: Thall, FD, Pkside
GEN	211-2025	REG	\$684.00	FNB Comm. Credi Card	ESRI-Arc Gis Online Creator Software annual subscript.
GEN	212-2025	REG	\$500.00	Kimble Recycling & Disp	Trash Removal-Town Hall

CHECKS		
Date	Starting No.	Ending No.
5/20/25	87944	87951
5/15/25	87952	87952

Fiscal Officer's note: the last check number used on 5/1/25 was 87943

EFT DIRECT DEPOSITS			
Date	Starting No.	Ending No.	Description
5/20/25	1226-2025	1297-2025	Payroll

ON-LINE PAYMENT VOUCHERS		
Date	Starting No.	Ending No.
5/15/25	1225-2025	1362-2025

VOUCHERS & WITHHOLDINGS				
Voucher	Payee	Amount	Dated	Description
1229-2025	First National Bank EFTPS	\$22,859.29	5/20/25	Employee & employer withholding – Federal
1302-2025	Ohio Department of Taxation	\$105.92	6/11/25	Employee & employer withholding – Local School Dist
1300-2025	Treasurer, State of Ohio	\$3,963.94	5/20/25	Employee & employer withholding – State
1301-2025	Regional Income Tax Agency	\$1,755.47	6/11/25	Employee & employer withholding

Fiscal Officer's Report

No report

Open/Ongoing Items

Township Records Commission- No Update

Road Department Salt Dome

Once drawings are complete bid packets can be sent.

Upcoming Items/Deadlines

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

Discussions

Copy Machines- The contract is still under review with Geauga County's Assistant Prosecutor. Department Heads have put in their request for copiers that will best suit their department's needs.

Historical Marker- Mr. Richter received a call from Tim Garfield, the great, great grandson of James A. Garfield inquiring about a historical marker. The proper documents were sent to Tim to start the process.

Government Update- 5/15; CR, 5/29; KR, 6/12; JM

ADJOURNMENT:

There being no further business before the Board, Mr. Radtke adjourned the meeting at 9:21 PM.

Respectfully submitted,

Absent
Patricia Jarrett, Fiscal Officer

6/12/25 Motion # 2025-209
Approval Date


Ken Radtke, Jr., Chairman


Joseph C. Mazzurco, Vice-Chairman


Craig S. Richter, Trustee