

The Chester Township Board of Trustees met in regular session on **Thursday, June 12, 2025** in the Town Hall Meeting Room at **6:30 PM** Chairman Ken Radtke Jr. presided.

Roll Call: Present: All Trustees
Absent: Patricia Jarrett, Fiscal Officer
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 #: 2025-208

Barry Leven: Pickleball Presentation

Mr. Leven presented to the Board the current requests for the Pickleball courts. Landscaping, lighting and windscreens were discussed.

2025-208 Mr. Radtke moved to approve and authorize the West Geauga Pickleball Club to order the sunshade windscreen for the pickleball courts and to run that expense through Chester Township to be reimbursed by West Geauga Pickleball Club.

Mr. Mazzurco seconded. Vote unanimous; motion passed.

Approval of Minutes

2025-209 Mr. Radtke moved to approve the Board of Trustees meeting minutes for 5/15/25, 5/29/25 and special meeting 6/2/25 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

Department Business- Road

Stacy Lane Road Pipe

Mr. Richter will examine this area and gather more information.

Frost Proof Mini Weather Station

The weather station that includes cameras installed in various locations in the Township to view the weather related to snow plowing and salting.

\$33,500 Vacuum Trailer- For Hydro Excavating Around Utilities

This machine can jet water to move or vacuum out dirt when it is not feasible to excavate traditionally due to a gas line or hard to access road pipe cleaning. Mr. Radtke is requesting a detailed cost analysis for justification from the Road Superintendent. This discussion will continue.

2025-210 Mr. Radtke moved to approve the Conditional Offer of Employment for Terry Delbo as a Part time Seasonal Grounds

Mr. Mazzurco seconded. Vote unanimous; motion passed.

2025-211 Mr. Radtke moved to rescind the Conditional Offer of Employment for Paul Malanphy as the part-time seasonal Grounds position.

Mr. Mazzurco seconded. Vote unanimous; motion passed.

2025-212 Mr. Radtke moved to approve after the fact the resignation of seasonal employee Gary Huston effective November 22, 2024.

Mr. Mazzurco seconded. Vote unanimous; motion passed.

Note: A proclamation will be created for Mr. Gary Huston for his long-time service to Chester Township.

2025-213 Mr. Radtke moved to approve Road Department expenditures as listed below.

Mr. Mazzurco seconded. Vote unanimous; motion passed.

PO #	Type	Amount	Payable To	Purpose
228-2025	REG	\$750.00	Marshall Power Equip. Co Inc.	Supplies and Materials
229-2025	REG	\$4500	Chemtek, Inc	Paverpro Asphalt Biodegradable Release Agent
227-2025	REG	\$225.00	Company 119	Web Hosting Services 7/2025-6/2026
237-2025	REG	\$3600.00	Cuyohoga Comm. College	Eaton Transmission Shifting Training

Note: The Eaton Transmission Shifting Training is critically important for the road department workers for the use of the Gradall

Department Business- Fire

2025-214 Mr. Radtke moved to approve creation of a Purchase Order from Appropriation line item 2281-230-323-0301, in amount of \$1,861.58 and made payable to Countryside Truck Service PO box 196 Montville, Ohio 44064. This expense is necessary for the annual preventative maintenance on tanker 3434 along with pump service and annual pump testing.

Mr. Mazzurco seconded. Vote unanimous; motion passed.

2025-215 Mr. Radtke moved to approve pursuant to Ohio Revised Code 505.10(A) the disposal of items listed in the table below or to be sold through GovDeals public auction site. Said equipment is not needed for public use.

Mr. Mazzurco seconded. Vote unanimous; motion passed.

Item Description	Sell / Discard	Item Description	Sell / Discard
Pro-Polly Skid Unit	Sell- GovDeals	Sutphen SCBA Engine Seat	Sell- GovDeals
B&S 4HP Hydraulic Pump	Sell- GovDeals	Firetruck Pump (removed from old engine)	Sell/Scrap
Baldor Electric Hydraulic Pump	Sell- GovDeals	Boat Folding Seat	Sell- GovDeals
4x 50ft sections hydraulic hose	Sell- GovDeals	Portable Halogen Light Stand	Sell- GovDeals / Discard
Center Console 2017 GMC Sierra	Sell- GovDeals	4x 10ft Sections 6" Suction Hose	Sell- GovDeals
3 HP Air Compressor (not working)	Discard/ Scrap	3x 10ft Sections 3" Suction Hose	Sell- GovDeals
Torch Bottle Cart	Discard	2x PVC Dump Tank Transfer Valves	Discard
2 Wheelen Roof Mount Lightbars	Sell- GovDeals	Wooden Rack System for Fire Hose	Road Dept.
Set of Hurst Extrication Tools and Attachments	Sell- GovDeals	50" LG TV	TBD
3x 10 ft Sections 5" Hard Suction Hose	Sell- GovDeals	Large PPV Fan	Sell- GovDeals
2x School Type Lockers	Discard	Several MISC Filing Cabinets	Sell- GovDeals / Discard

Arcair Slice Pak	Road Dept.	Lot of Furniture Previously Donated by Fairmount Minerals	Discard
3x Low Pressure SCBA Air Bottles	Sell- GovDeals	Large Dry Erase Board	Discard
Diesel Vehicle Mounted Generator	Sell- GovDeals	Lot of Sawn Lumber of Different Dimensions	Road Dept.
Homelite Trash Pump	Sell- GovDeals	Lot of Foam Cubicle Panels	Discard
5x Extension Cord Reels	Sell- GovDeals	Bullard Thermal Imager	Sell- GovDeals
Large Goodyear Firetruck Tire on Rim	Sell- GovDeals	10x 100ft Sections 5" Fire Hose (leak)	Discard/Scrap
Medium SUV Goodyear Tire on Rim	Sell- GovDeals	Lot of Misc. Wildland Fire Hand Tools	Sell- GovDeals
3,000 Gallon Dump Tank	Sell- GovDeals	Lot of Misc. Fire Hose Appliances and Fittings	Sell- GovDeals
Lot of Misc. Sized Fire Hooks	Sell- GovDeals	Lot of Misc. Outdated EMS Equipment	Sell- GovDeals
Ceiling Mounted Air Filtration Unit	Sell- GovDeals	Lot of Misc. Sized Filing Cabinets	Sell- GovDeals
Lot of Misc. Firefighting Hand Tools	Sell- GovDeals		

2025-216 Mr. Radtke moved to approve Fire Department expenditures as listed below.
Mr. Mazzurco seconded. Vote unanimous; motion passed.

PO #	Type	Amount	Payable To	Purpose
234-2025	REG	\$1770.98	Bound Tree Medical LLC	New Vacuum Splints & Vacuum Mattress
235-2025	REG	\$1350.00	Countryside Truck Service Inc	Annual Pump Testing Engines: 3424,3422 &3436
238-2025	REG	\$12,505.91	Countryside Truck Service Inc	Repairs to Tanker 3434
223-2025	REG	\$5,328.55	Lexipol, LLC	Annual Fire Policy Manual, Bulletins, Procedures
231-2025	REG	\$600.00	Geauga Co Dept. of Water Resc.	Water and Sewer 2025
227-2025	REG	\$225.00	Company 119	Web Hosting Services 7/2025-6/2026

Department Business- Police

2025-217 Mr. Radtke moved to approve Police Department expenditures as listed below.
Mr. Mazzurco seconded. Vote unanimous; motion passed.

PO #	Type	Amount	Payable To	Purpose
230-2025	REG	\$3,000.00	Granite Telecommunications LLC	Telephone

Department Business- Zoning

Re-zoning Fire Station #2

Mr. and Mrs. Varga along with Michelle Piazza residents surrounding Fire Station #2 spoke to the Board opposing the re-zoning of Fire Station #2 to industrial. The property is currently zoned residential R-1. If the property became rezoned to industrial the Board of Trustees would be interested in pursuing a deed restriction on the property to prohibit any adult businesses.

2025-218 Mr. Radtke moved to approve and appoint Ashley Petersen to the Land Use Plan committee, effective immediately.
Mr. Mazzurco seconded. Vote unanimous; motion passed.

New Business

NOPEC Grant / In-Step with Horses

The Township Administrator received a request for a letter of endorsement from Mr. Mazzurco for the In-Step with Horses program. This program is pursuing a NOPEC grant. The Township Administrator will extend an invite to Jeff Linton to the next Board of Trustees meeting to present to the Trustees regarding the program.

2026 Budget

A special meeting next week will be scheduled to discuss the 2026 budget with the department heads.

2025-219 Mr. Radtke moved to not object to the proposed liquor permit transfer and thereby not request a hearing as it pertains to both the D5 & D6 permits assigned to the address of 8053 Mayfield Road, from DBA La Mexicana Cantina & Grill to DBA El Mexicano.
Mr. Mazzurco seconded. Vote unanimous; motion passed.

2025-220 Mr. Radtke moved to approve a request the Geauga County Engineer's Office received from Dan and Brooke Potter for an address located at Parcel 11-319-300. The Geauga County Engineer's Office recommends the number of 8299 Mulberry Road.
Mr. Mazzurco seconded. Vote unanimous; motion passed.

2025-221 Mr. Radtke moved to approve and authorize the advertisement of a proposed legal notice, thereby announcing that the Township will be accepting bids, related to the Road Department's Salt Dome Renovation Project, within the Geauga County Maple Leaf Newspaper for the weeks of June 19th & 26th.
Mr. Mazzurco seconded. Vote unanimous; motion passed.

2025-222 Mr. Radtke moved to approve and authorize the advertisement of a proposed legal notice, requesting qualifications for professional design services, within the Geauga County Maple Leaf Newspaper for the weeks of June 19th & 26th.
Mr. Mazzurco seconded. Vote unanimous; motion passed.

2025-223 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 opposed.

DEED #	SECTION	PLOT	SITE(S)

Township Park

Kiwanis Summer Concert Series at the Gazebo

The Trustees discussed the amount supporting the Kiwanis Summer Concert Series in the Park from last year. They added a motion in the amount of \$2,000.00 in support of the Kiwanis Summer Concert Series in the Park 2025.

2025-224 Mr. Radtke moved to approve \$2,000.00 to Kiwanis to support the Summer Concert Series in the Park.
Mr. Mazzurco seconded. Vote unanimous; motion passed.

2025-225 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
Michael Alioto	6/1/25	Volleyball Court (1)	6pm-Dusk	Volleyball

2025-226 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
Carrie Lacava-Lee	6/28/25	Pavilion-WEST	1-3 PM	Birthday Party
Chelsea Talty	9/21/25	(2) Volleyball Courts	4pm-Dusk	WG Interact Club Fundraiser
Sherry Niederkorn	8/20 (8/27-Rain Date)	Horseshoe Pits & Pavilion WEST	6-9 PM	Picnic
Barb Cullen	6/28/25	2-Pickleball Courts and East Pavilion	TBD	Birthday Party

Financial Items

2025-227 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
RD	\$1000.00	2031-930-930-0000	2031-330-319-0012	Computer Tech
FD	\$600.00	2111-930-930-0000	2111-220-352-0000	Water/Sewer
RD	\$2,000.00	2031-930-930-0000	2031-330-599-0000	Safety Training Equip. & Supplies

PURCHASE ORDERS					
Dept	PO#	Type	Amount	Payable To	Purpose
GEN	236-2025	TNN	\$3,927.00	Morgan Litho	Hometown Hero Banners and Hardware Mounting
GEN	225-2025	REG	\$4,550.00	Smylies LLC	Town Hall Cleaning
GEN	232-2025	REG	\$1,750.00	Treasurer of State-UAN	UAN Fees

CHECKS		
Date	Starting No.	Ending No.
6/17/25	87967	87974
6/12/25	87975	87979

Fiscal Officer's note: the last check number used on 5/29/25 was 87966

EFT DIRECT DEPOSITS			
Date	Starting No.	Ending No.	Description
6/17/25	1489-2025	1559-2025	Payroll

ON-LINE PAYMENT VOUCHERS		
Date	Starting No.	Ending No.
6/12/25	1563-2025	1624-2025

VOUCHERS & WITHHOLDINGS				
Voucher	Payee	Amount	Dated	Description
1561-2025	First National Bank EFTPS	\$23,190.55	6/17/25	Employee & employer withholding – Federal
1562-2025	Treasurer, State of Ohio	\$3,979.21	6/17/25	Employee & employer withholding – State
1486-2025	Public Employees Retirement System	\$58,893.73	6/26/25	Employee & employer withholding – Retirement
1487-2025	Ohio Police & Fire Pension Fund	\$22,236.45	6/26/25	Employee & employer withholding – Retirement

Fiscal Officer's Report

Chester Township Bank Reconciliation			
Reconciled date	5/31/2025		
Prior UAN Balance			8,724,871.19
Actual Receipts	+	151,373.28	
Transfers for UAN Only	+	300,000.00	
Total Receipts	=		451,373.28

Payments	-	1,058,868.78	
Transfers for UAN Only	-	0.00	
Total Payments	=		1,058,868.78
Adjustments	+		769.00
Adjustments	-		304,121.07
Current UAN balance as of	5/31/2025		\$7,814,023.62
Other adjusting factors	+		-
Other adjusting factors	-		-
Adjusted UAN balance as of	5/31/2025		\$7,814,023.62
Entered bank balances as of	5/31/2025		\$7,879,756.89
Deposits in transit	+		0.00
Outstanding payments	-		66,502.27
Outstanding adjustments	+		769.00
Outstanding adjustments	-		0.00
Other adjusting factors	+		0.00
Other adjusting factors	-		0.00
Adjusted bank balances as of	5/31/2025		7,814,023.62

Check 0.00

Chester Township Bank Balances			
As of	5/31/2025		
Business Banking			\$400,000.00
FNB Sweep Account			322,172.73
Star Ohio			7,157,584.16
Total			\$7,879,756.89

Check 0.00

Open/Ongoing Items

Township Records Commission

No Update at this time

Upcoming Items/Deadlines

4th of July Parade

The Trustees will purchase candy for the parade.

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

No update at this time

Discussions

Copy Machines

Mr. Richter will follow-up with the Road and Fire department heads regarding the printer model numbers and the assistant prosecutor regarding the contract with Toshiba.

Community Service/ First Offenders Program

The Board of Trustees are interested in participating in the program. To fulfill the 40 hours of service by October, Mr. Radtke will confirm with the County Judge. He also suggested two (2) hours a day at the Recycle Park to retrieve the service hours.

Historical Marker

No Update at this time.

Government Update- 6/12, JM; 6/26, CR; 7/10, KR

Executive Session

2025-228 Mr. Radtke moved to enter into executive session at 8:15 PM pursuant to Ohio Revised Code 121.22 G(1), to 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.

The Board reentered public session at 8:26 PM.

ADJOURNMENT:

There being no further business before the Board, Mr. Radtke adjourned the meeting

At 8:26 PM.

Respectfully submitted,

Absent
Patricia Jarrett, Fiscal Officer

6/26/25 Motion# 2025-230
Approval Date

Ken Radtke, Jr.
Ken Radtke, Jr., Chairman

Joseph C. Mazzurco
Joseph C. Mazzurco, Vice-Chairman

Craig S. Richter
Craig S. Richter, Trustee