

The Chester Township Board of Trustees met in **regular** session on **Thursday, June 26, 2025** in the Town Hall Meeting Room at **5:30 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 #: 2025-230

Approval of Minutes

2025-230 Mr. Radtke moved to approve the Board of Trustees meeting minutes for 5/20/25, 6/12/25 and 6/19/25 as presented to the Board by the Fiscal Officer and to waive the reading of the minutes.

Mr. Mazzurco seconded. Vote unanimous; motion passed.

Township Administrator

Property Maintenance Code

This Ohio Revised Code is a legal framework designed to ensure commercial and residential properties are well-maintained, safe and contribute to the overall quality of the community. It outlines procedures for inspecting properties, issuing notices of violation and taking action when violations occur. The Township Administrator, Mark Purchase will present the board with a draft for review.

Executive Session

2025-231 Mr. Radtke moved to enter into executive session at 5:35 PM pursuant to Ohio Revised Code 121.22 G(3) conferences with an attorney for the public body concerning disputes involving the public body that are the subject of pending or imminent court action.

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

Invited into the executive session is Geauga County Assistant Prosecuting Attorney Sheila Salem, Zoning Inspector Chris Alusheff, Township Administrator Mark Purchase and Fiscal Officer Patricia Jarrett.

The Board reentered public session at 5:51 PM.

7906 Sherman Rd-96-Foot-Wide Apron

The narrowness of Sherman Road is creating challenges entering and exiting the driveway at 7906 Sherman Road. Enlarging the apron without affecting the road right of way could resolve this challenge. The discussion will continue.

6:00 PM Presentation: Jeff Linton with In-Step with Horses

Mr. Linton is requesting a letter of support from the Board of Trustees for a NOPEC grant.

2025-232 Mr. Radtke moved to approve a letter of support for In-Step with Horses for the grant request to NOPEC.

Mr. Mazzurco seconded. Vote unanimous; motion passed.

Department Business- Zoning

2025-233 Mr. Radtke moved to accept the findings and recommendation of the Chester Township Zoning Commission, pursuant to proposed amendment, ZC-2025-4 and to advertise and conduct a Public Hearing of the Board of Trustees, on Thursday/July 24, 2025 @ 7:00 PM, pursuant to ORC 519.12(G).

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

Department Business- Road

Road Pipes

Road Superintendent John Onyshko is looking for guidance regarding road pipe repairs including Stacey Lane and Chalet.

Frost Solutions Camera & Weather Station

The Board of Trustees and the Road Superintendent discussed two camera locations at Cedar and Sherman roads that would monitor road temperatures to assist with proper road maintenance. Another asset is monitoring proper pavement temperatures that can be useful when crack sealing.

2025-234 Mr. Radtke moved to approve up to \$4,350.00 payable to Frost Solutions Camera & Weather Station and 1 year subscription.

Mr. Mazzurco seconded. Vote unanimous; motion passed.

2025-235 Mr. Radtke moved to approve after the fact \$10,000.00 payable to Osborn Engineering from reserve fund 4902-760-720-0000 for the specifications for repairs to salt dome walls.

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

2025-236 Mr. Radtke moved to approve Road Department expenditures as listed below.

Mr. Mazzurco seconded. Vote unanimous; motion passed.

PO #	Type	Amount	Payable To	Purpose
241-2025	REG	\$15,000.00	Cleveland Plumbing Supply Co	Various Road Pipe Materials
242-2025	REG	\$15,000.00	Allied Corp.	Asphalt Materials
243-2025	REG	\$5,000.00	Crafco, Inc	Crack Seal Materials
240-2025	REG	\$7,500.00	Plowops, INC	Hardware Rental
251-2025	REG	\$10,000.00	Osborn Engineering Co	Specs For Repairs To Salt Dome Walls

Department Business- Fire

2025-237 Mr. Radtke moved to approve after the fact \$14,000.00 payable to Nelson Onderdonk Roofing from reserve fund 4903-760-720-0000 for installation of siding over damaged stucco on Fire Station #1

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

2025-238 Mr. Radtke moved to approve after the fact \$14,620.85 payable to CertaPro Painters from reserve fund 4903-760-720-0000 for repair, prep and painting of all current exterior siding and doors on Fire Station #1

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

2025-239 Mr. Radtke moved to approve and sign the proposed memorandum of understanding, thereby entering into a three-year agreement between the Township, Fire Department and current employee, Mechanic Steve Voigt. This agreement re-establishes an in-house repairs and maintenance program for all fire department vehicles, at a significantly reduced hourly wage from what is currently being incurred, due to outsourcing.

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

2025-240 Mr. Radtke moved to approve the hiring of the following part-time employees Jayden Trammell as a Firefighter/EMT-Basic at a rate of \$20.55 per hour and Christopher Jordan as a Firefighter/EMT-Basic at a rate of \$20.55 per hour effective June 27, 2025, contingent upon successful completion of a drug test and background check. Mr. Mazzurco seconded. Vote unanimous; motion passed.

2025-241 Mr. Radtke moved to approve Fire Department expenditures as listed below. Mr. Mazzurco seconded. Vote unanimous; motion passed.

PO #	Type	Amount	Payable To	Purpose
245-2025	REG	\$1598.00	First Arriving IO, Inc.	Setup, Equip., Annual Subsc. For Incident Alerting/Info Dashboard Service
244-2025	REG	\$600.00	Kimble Recycling & Disposal	Roll Off Container
249-2025	REG	\$1,316.33	Foremost Promotions	Fire Prevention Supplies for Public Education @ Schools
248-2025	REG	\$6,398.00	All American Fire Equip.	Fire Hose, FF Hook, Rescue Coat/Pants
250-2025	REG	\$3,710.99	ESO Solutions Inc.	Annual Software License Fee

Department Business- Police

2025-242 Mr. Radtke moved to approve Police Department expenditures as listed below. Mr. Mazzurco seconded. Vote unanimous; motion passed.

PO #	Type	Amount	Payable To	Purpose
246-2025	REG	\$5,000.00	Atwell's Police & Fire Equip.	Uniforms
247-2025	REG	\$3,000.00	Lake County Crime Lab	Contracted Services

New Business

2025-243 Mr. Radtke moved to approve after the fact \$14.00 payable to Kathleen McCarthy for reimbursement of May 2025 mileage. Mr. Mazzurco seconded. Vote unanimous; motion passed.

2025-244 Mr. Radtke moved to approve \$420.00 payable to the Geauga County Township Association for Ken Radtke, Joe Mazzurco, Mark Purchase, Patricia Jarret, Mary Lou Florentine, Kathleen McCarthy, Chris Alusheff, John Onyshko, Andrew Nagy, Salli Mehall, Craig Young and Kim Bican to attend the July 9, 2025 Quarterly Dinner Meeting hosted by Chester Township. Mr. Mazzurco seconded. Vote unanimous; motion passed.

2025-245 Mr. Radtke moved to approve not requesting a hearing with the Ohio Division of Liquor Control application to change the membership in an issued liquor license for Spence Petroleum LLC, dba Sunmart at 8247 Mayfield Road, Chester Twp. Mr. Mazzurco seconded. Roll call vote: Mr. Radtke, yes; Mr. Mazzurco, yes; Mr. Richter, yes. Motion passed.

2025-246 Mr. Radtke moved to approve and sign the NOPEC Energized Community Grant Agreement and the Resolution as amended authorizing all actions necessary to accept the 2025 Northeast Ohio Public Energy Council (NOPEC) energized community grants as provided for in the NECG Grant Program guidelines. Mr. Mazzurco seconded. Roll call vote: Mr. Radtke, yes; Mr. Mazzurco, yes; Mr. Richter, yes. Motion passed.

Township Park

2025-247 Mr. Radtke moved to rescind motion # **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.

Note: It was noted that payment directly by the West Geauga Pickleball Club that has raised the funds would be a simpler transaction rather than trying to coordinate the purchase through the township.

2025-248 Mr. Radtke move to approve the use of Chester Township properties as listed below:
Mr. Mazzurco seconded. Vote unanimous; motion passed.

Individual/Organization	Date(s)	Location	Time(s)	Event
Hillcrest Hosp. ER Dept. Staff	8/3/25	Entire Park	4-9 PM	Staff Picnic
West Geauga Wrestling	8/16/25	Thall Parking Lot	10 AM- 2 PM	Car Wash-Fundraiser

2025-249 Mr. Radtke moved to approve up to \$6,000.00 payable to Imperial Tree and Stump removal incorporated for addressing tree maintenance at Parkside Park.
Mr. Mazzurco seconded. Vote unanimous; motion passed.

2025-250 Mr. Radtke moved to approve a check in the amount of \$11, 500.00 payable to Chester Township Park Board for their 2025 operating expenses and a balance from 2024.
Mr. Mazzurco seconded. Vote unanimous; motion passed.

Financial Items

2025-251 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	\$7,500.00	2031-930-930-0000	2031-760-740-0000	Per JOnyshko
RD	\$2,356.44	2031-760-730-0000	2031-330-490-0000	Crafco
FD	\$600.00	2111-930-930-0000	2111-220-359-0321	Kimble
PD	\$5,000.00	2081-760-730-0000	2081-210-430-0000	Atwell
PD	\$3,000.00	2081-760-740-0000	2081-210-360-0000	LC Crime Lab
RES-Bldgs	\$105,252.00	4901-110-360-0000	4901-760-720-0000	Per PJarrett

CHECKS		
Date	Starting No.	Ending No.
7/1/25	87990	87994
7/1/25	87982	87989
6/19/25	87980	87981

Fiscal Officer's note: the last check number used on 6/12/25 was 87979

EFT DIRECT DEPOSITS			
Date	Starting No.	Ending No.	Description
7/1/25	1625-2025	1688-2025	Payroll

ON-LINE PAYMENT VOUCHERS		
Date	Starting No.	Ending No.
6/26/25	1696-2025	1740-2025

VOUCHERS & WITHHOLDINGS				
Voucher	Payee	Amount	Dated	Description
1690-2025	First National Bank EFTPS	\$22,497.12	7/1/25	Employee & employer withholding – Federal
1693-2025	Ohio Department of Taxation	\$118.16	7/14/25	Employee & employer withholding – Local School Dist
1691-2025	Treasurer, State of Ohio	\$3,898.64	7/1/25	Employee & employer withholding – State
1694-2025	Public Employees Retirement System	\$56,717.41	7/24/25	Employee & employer withholding – Retirement
1695-2025	Ohio Police & Fire Pension Fund	\$23,623.57	7/24/25	Employee & employer withholding – Retirement
1692-2025	Regional Income Tax Agency	\$1,823.77	7/14/25	Employee & Employer withholding

2025-252 Mr. Radtke moved to approve the proposed 2026 Temporary Tax Budget as presented to the Board of Trustees, by the Fiscal Officer and thereby make the same available for public review, prior to the Public Hearing scheduled for July 10th, 2025.

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

Open/Ongoing Items

Road Department Service Garage

Advertising has been placed and is on the Chester Township website. The deadline is approaching, and requests have been recorded.

Upcoming Items/Deadlines

4th of July Parade/Candy

Mr. Radtke will personally purchase candy for hand-outs at the Independence Day parade.

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

Responses are coming in via email and by mail. The RSVP deadline is June 27 2025.

Discussions

Copy Machines

The current contract with Lake Business Products will be extended.

Food Trucks in the Park

The Board agreed that a food truck may be used for catering purposes when the entire park is being reserved.

Government Update- 6/26, CR; 7/10, KR; 7/16, JM

ADJOURNMENT:

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

at 7:33 PM.

Respectfully submitted,



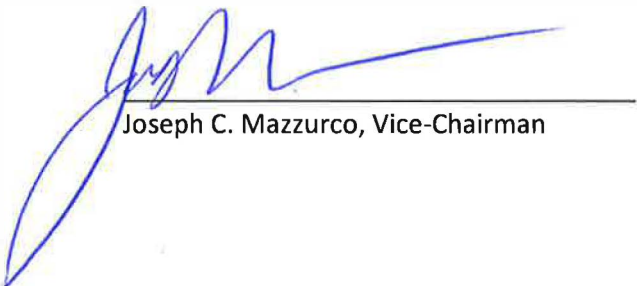
Patricia Jarrett, Fiscal Officer

7/24/25 Motion # 2025-273

Approval Date



Ken Radtke Jr., Chairman



Joseph C. Mazzurco, Vice-Chairman

Absent

Craig S. Richter, Trustee