

The Chester Township Board of Trustees met in **REGULAR** session on **Thursday, October 2, 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 #: 2025-377

Executive Session

2025-377 Mr. Radtke moved to enter into executive session at 6:00 PM pursuant to Ohio Revised Code 121.22 G(1), to consider compensation of a public employee(s) and pursuant to Ohio Revised Code 121.22 G(6) details relative to the security arrangements and emergency response protocols for a public body or public office. Mr. Mazzurco seconded. Roll call vote: Mr. Radtke, yes; Mr. Mazzurco, yes; Mr. Richter, yes. Motion passed.

Invited into the executive session is Chief Craig Young, Captain Jeff Sherwood, Township Administrator Mark Purchase and Fiscal Officer Patricia Jarrett.

The Board reentered public session at 6:31 PM.

Note: The elected officials did not discuss ORC 121.22 G (1) and will go into executive session at the latter of this meeting.

Drinking Water Discussion

Representatives from the Ohio Environmental Protection Agency (OEPA) spoke regarding drinking water quality and PFAS. PFAS are synthetic chemicals and have been used in products such as non-stick cookware (Teflon), waterproofing sprays, firefighting foams and other products.

In 2020, the OEPA tested several wells in Chester Township's commercial district. At that time, the health advisory level for PFAS was 70 parts per trillion (ppt).

<https://geo.epa.ohio.gov/portal/apps/experiencebuilder/experience/?id=dcdd668df5464b99b36a42db3e49043a>

In 2024, the U.S. Environmental Protection Agency (USEPA) announced a new Maximum Contaminant Level (MCL) for PFAS of 4 ppt. The public water systems were expected to be tested by April 2027 and to meet the new MCL levels by 2029. In 2025, the EPA announced it would keep the 4 ppt and extend compliance to 2031.

Due to Chester's previous PFAS levels and the upcoming change to the federal standard, the OEPA is raising awareness so the Township can begin planning for potential adjustments to meet the future requirement.

The Ohio Environmental Protection Agency (OEPA) representative outlined several possible options for addressing PFAS in the township's water supply. These include installing treatment systems for the existing wells, drilling new wells, or connecting to the City of Cleveland's water system to serve the commercial district area.

At this time, the OEPA advised that no immediate action is required as of now but encouraged the Township to review and consider which long-term option would be the most suitable. The OEPA regulates public drinking water not private water wells. Any questions that residents may have regarding their private water wells, to please call the Geauga County Health Department and Ohio Department of Health.

Approval of Minutes

2025-378 Mr. Radtke moved to approve the Board of Trustees meeting minutes for 9/4/25 and 9/18/25 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

Department Business- Road

Drive Pipes on Harold Drive

Resident Drew Dolinsky reported an issue with a failed downstream pipe that has caused a swale and water overflow in his backyard. The Road Department Superintendent inspected the area and confirmed the issue. The Board discussed the surrounding pipe design and will continue to monitor the area to determine the appropriate course of action.

Pinewood/Woodlands Reimbursements

Residents spoke regarding the reimbursement amounts and asked the Board to consider a compromise within the parameters of the Chester Township Policy. The Board expressed empathy for the residents' concerns but emphasized the need to remain consistent with Township policy.

2025-379 Mr. Radtke moved to approve reimbursing residents for asphalt replacement for their concrete driveways in the table below:

Mr. Mazzurco seconded. Vote unanimous; motion passed.

Name	Address	Amount
James Sharaba	8125 Mulberry Rd.	\$2,087.36
Eric Klingemier	11690 Pinewood Dr.	\$568.92
Ed Mascha	11781 Pinewood Dr.	\$1,271.25
Jeff Rosner	7795 Woodlands Trl.	\$981.88
Mike Stark	7775 Woodlands Trl.	\$2,460.10
Robert Scholtz	7740 Woodlands Trl.	\$2,134.44
Dennis Wollscheger	7730 Woodlands Trl.	\$4,200.22
Kevin Schmidt	7720 Woodlands Trl.	\$1,294.79
	Total	\$14,998.96

Road Department Staffing Update

Two job applications were received for the Assistant Superintendent position. The Board discussed the current number of Road Department employees, the need for seasonal assistance, and ensuring around-the-clock coverage during snow events.

2025-380 Mr. Radtke moved to approve advertising for road worker for Chester Road Department in Geauga Maple Leaf, Indeed.com, Township website and Chesterland News.

Mr. Mazzurco seconded. Vote unanimous; motion passed.

2025-381 Mr. Radtke moved to amend the wording of Chester Township Cemetery Policy #13 from "No tree plantings are permitted" to "Plantings shall be limited to flowers only. The planting of trees, bushes, or shrubs are not permitted. Existing trees, bushes, and shrubs that encroach upon headstones may be removed by the township."

Mr. Mazzurco seconded. Vote unanimous; motion passed.

2025-382 Mr. Radtke moved to amend the wording of Chester Township Cemetery Policy #8 from “Chester Township is not responsible for mounting headstones when delivered by the supplier. This work is the responsibility of the person who ordered the headstone” to “Chester Township does not supply headstones. Individuals must work with a private company that provides those services. Chester Township is not responsible for installing headstones when delivered by the headstone supplier. This work is to be done by the company supplying the headstone. The exception to this policy is official government issued VA Headstones. Said headstones are delivered directly to the township and installed by the township.”
Mr. Mazzurco seconded. Vote unanimous; motion passed.

2025-383 Mr. Radtke moved to approve Road Department expenditures as listed below.
Mr. Mazzurco seconded. Vote unanimous; motion passed.

PO #	Type	Amount	Payable To	Purpose
333-2025	REG	\$1,120.66	AG-Pro Ohio, LLC	Hydraulic Pump Assy for front side mower
336-2025	REG	\$2,272.50	CRAFCO, Inc.	4500 lbs. of Crack Sealer

Department Business- Fire

2025-384 Mr. Radtke moved to approve Fire Department expenditures as listed below.
Mr. Mazzurco seconded. Vote unanimous; motion passed.

PO #	Type	Amount	Payable To	Purpose
332-2025	REG	\$278.98	Legal News Publishing Co.	Twenty(20) MABAS Books
327-2025	REG	\$841.50	Amazon Capital Services	Six(6) Office Desk Chairs

Department Business- Police

2025-385 Mr. Radtke moved to approve the GovDeals auction of Chester Twp. Police Vehicle C-9 (2019 Ford Police Utility-VIN# 1FM5K8AR8KGB45501) with a reserve price set at \$2,000.00. Monies raised from this auction will be filed accordingly with the Chester Twp. Fiscal Officer.
Mr. Mazzurco seconded. Vote unanimous; motion passed.

2025-386 Mr. Radtke moved to approve the terms of the conditional offer of employment, move to approve the recommendation of the Police Chief and authorize, after the fact, the hiring of Ben Milroy to the position of part-time police officer, with an hourly pay rate of \$27.00 per hour.
Mr. Mazzurco seconded. Vote unanimous; motion passed.

2025-387 Mr. Radtke moved to approve Police Department expenditures as listed below.
Mr. Mazzurco seconded. Vote unanimous; motion passed.

PO #	Type	Amount	Payable To	Purpose
331-2025	REG	\$7,596.00	Brite Computers	2025 GVS Cloud Renewal

Department Business- Zoning

No Business at this time

New Business

NOACA EV Charging Stations Program

An email to the Elected Officials stating that funding is available if the Township is interested in paying 20% of \$300,000-\$400,000 for installing a car charging station. The Board has no interest in pursuing this.

Cyber Security Policy-HB96

RESOLUTION 2025-389 RESOLUTION ADOPTING A CYBERSECURITY POLICY

WHEREAS, the State of Ohio has implemented Ohio Revised Code §9.64, enacted in HB 96 (136th G.A.), requiring all local governments and jurisdictions to establish a cybersecurity policy by September 30, 2025; and

WHEREAS, the purpose of this requirement is to strengthen protections of public data, information systems, and technology resources from cybersecurity threats and risks; and

WHEREAS, the Chester Township recognizes the importance of safeguarding sensitive and confidential information entrusted to Chester Township; and

WHEREAS, a draft Cybersecurity Policy has been prepared and reviewed by staff and is recommended for adoption as a framework for compliance with Ohio Revised Code §9.64 and HB 96; and

WHEREAS, the policy provides guidance on access control, system security, data protection, incident response, training, and vendor management, while requiring consultation with IT professionals and legal counsel for implementation and customization.

NOW, THEREFORE, BE IT RESOLVED by the Board of Trustees of Chester Township, Geauga County, Ohio, that:

1. The attached Cybersecurity Policy is hereby adopted as the official policy of Chester Township.
2. This policy shall take effect immediately, with adoption required by September 30, 2025, and implementation of technical and training requirements no later than June 30, 2026, as provided by the Ohio Auditor of State.
3. The Board of Trustees shall distribute the adopted policy to all township departments, employees, and relevant contractors, and to ensure compliance in partnership with IT providers and legal counsel.
4. This resolution shall be in full force and effect upon its passage and adoption by the Chester Township Board of Trustees.

PASSED AND ADOPTED this 2nd of October 2025.

2025-388 Mr. Radtke moved to approve after the fact Cyber Security Policy resolution.
Mr. Mazzurco seconded. Roll call vote: Mr. Radtke, yes; Mr. Mazzurco, yes; Mr. Richter, yes. Motion passed.

2025-389 Mr. Radtke moved to approve and sign the agreement with McDonald Equipment Company, 37200 Vine St., Willoughby OH 44094-6346 for the 2025-2026 semi-annual servicing of the township generator systems in the total amount of \$3,005.00 in accordance with the table below.
Mr. Mazzurco seconded. Roll call vote: Mr. Radtke, yes; Mr. Mazzurco, yes; Mr. Richter, yes. Motion passed.

Department	Address	Model	Serial No.	Cost
Fire	8552 Parkside Drive	Generac 93A03652-S	2009211	\$720.00
Police	12696 Opalocka Drive	Kohler 20RESA	SGM327	\$510.00
Town Hall	12701 Chillicothe Rd.	Generac RG03224GNAX	3002712634	\$650.00
Pump House	12535 Chillicothe Rd.	Generac G0070432	3003217962	\$315.00
Road	8558 Parkside Drive	Kohler 20RZ	185033-82N	\$390.00
Road	8558 Parkside Drive/barn	Cummins C13N6HA062E510	J210997747	\$420.00

2025-390 Mr. Radtke moved to approve and sign the proposed Agreed Judgement Entry, presented to this Board by Mr. Armand and Mrs. Maria DiNardo's legal counsel, which modifies the prior Agreed Judgement Entry in Case No. 98 M 000228 / Permanent Parcel No. 11-031900
Mr. Mazzurco seconded. Roll call vote: Mr. Radtke, yes; Mr. Mazzurco, yes; Mr. Richter, yes. Motion passed.

2025-391 Mr. Radtke moved to officially recognize and accept the signed petitions for a proposed Township Zoning Referendum, as submitted by Mr. Anthony DiNardo of 8410 Sharp Lane on or before September 24th, 2025, regarding ZC-2005-4. Furthermore, this Board hereby directs the Township Administrator to forward all of these documents to the Geauga County Board of Elections and request their review for validation of the petitions to Zoning Amendment ZC-2005-4.
Mr. Mazzurco seconded. Roll call vote: Mr. Radtke, yes; Mr. Mazzurco, yes; Mr. Richter, yes. Motion passed.

2025-392 Mr. Radtke moved to approve, after the fact \$2,200.00 payable to Ground Penetrating Radar Systems, LLC from reserve fund 4902-760-720-0000 for the specifications regarding the new service garage and utility recognition and identification for App Architecture drawings.
Mr. Mazzurco seconded. Roll call vote: Mr. Radtke, yes; Mr. Mazzurco, yes; Mr. Richter, yes. Motion passed.

Township Park

Park Board Discussion

The Board of Trustees received a letter from Bob Somrack, a Park Board member, outlining several requests and updates related to the park:

- **Tree Work**

Mr. Somrack requested two (2) additional days of tree work. Approximately \$6,000 of prior tree work had been completed previous this year. The Road Superintendent had scheduled a meeting with a Park Board representative to identify the trees, as a company that frequently works with the Township was willing to provide a bid; however, the representative did not attend the meeting. Mr. Radtke expressed that he was not in favor of passing a motion for additional tree service without obtaining another bid.

- **ADA Parking and Walkway Repairs**

Mr. Somrack also addressed ADA parking and 3rd base line entrance walkway safety improvements, including repairs to the pickleball court concrete transitions and expansion of the parking ramp. Estimated costs were presented as follows:

- Parking pad – \$3,500.00
- 3rd base line entrance walkway improvements – \$2,800.00

- **Sewer Jet Service**

Mr. Somrack requested sewer jet service at the basin located on the 3rd-base side of the park, with an estimated cost of \$800.00. The Road Superintendent expressed confidence that the Road Department will be able to address this matter internally.

- **Parking Lot Improvements**

The final item was a request for either \$46,343.00 to asphalt the park parking lot (baseball field) or an alternative option to spread \$14,300.00 worth of #57 gravel. The Board of Trustees agreed that asphaltting the parking lot may be a more practical long-term solution, as it would eliminate the need to continually replenish gravel after winter plowing.

2025-393 Mr. Radtke moved to approve up to \$6,300.00 payable to Express Construction Company for ADA ramp improvements and parking improvements at the pickleball court pavilion.
Mr. Mazzurco seconded. Vote unanimous; motion passed.

Financial Items

Health Care Deductibles

A misprint from the health care provider company occurred in the current health care policy, resulting in the display of incorrect deductible amounts, which appeared higher than intended. The correct policy will be updated and redistributed to employees. A suggestion was made to implement an employee acknowledgment form to confirm receipt, reading, and understanding of the updated health care manual. Additionally, the Fiscal Officer will research health care deductibles in surrounding areas to evaluate the competitiveness and fairness of the organization's current offerings.

2025-394 Mr. Radtke moved to approve after the fact check payments as listed below. The medical premium invoices were not received in time for approval at the 9/18/25 Board of Trustees meeting.
Mr. Mazzurco seconded. Vote unanimous; motion passed.

Date	Check #	Amount	Payable To
9/22/25	88073	\$479.98	Vision Service Plan-OH
9/22/25	88074	\$3,289.86	Delta Dental

2025-395 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	\$750.00	2081-210-323-0000	2081-760-750-0302	Hall Pub Safety Inv 19006
RD	\$9,181.25	2031-330-311-0010		J. Onyshko to pay Ronyak final invoice
RD	\$1,619.77	2031-330-319-0012		J. Onyshko to pay Ronyak final invoice
RD	\$16,485.65	2031-330-490-0000		J. Onyshko to pay Ronyak final invoice
RD	\$16,643.56	2031-760-730-0000		J. Onyshko to pay Ronyak final invoice
RD	\$2,648.98	2031-930-930-0000		J. Onyshko to pay Ronyak final invoice
RD	\$46,579.21		2031-330-360-0000	J. Onyshko to pay Ronyak final invoice
RD	\$4,995.00	2031-760-740-0000	2031-330-323-0074	Per J. Onyshko
PD	\$3,000.00	2081-210-318-0000		Brite Computers PO
PD	\$2,146.00	2081-210-319-0012		Brite Computers PO
PD	\$2,450.00	2081-760-740-0000		Brite Computers PO
PD	\$7,596.00		2081-210-360-0000	Brite Computers PO
RD	\$1,166.00	2031-820-820-0000	2031-330-323-0075	Per J. Onyshko
CEM	\$7,169.76	2041-760-730-0000	2041-410-190-0000	For week 2 payroll
GEN	\$1,100.00	1000-130-311-0010	1000-110-342-0000	Land Use Plan Postage

PURCHASE ORDERS					
Dept	PO#	Type	Amount	Payable To	Purpose
GEN	337-2025	REG	\$1,597.60	FNB Commercial Credit Card	LUP Postcard Postage
CP-RD	335-2025	TNN	\$2,200.00	Ground Penetrating Radar Systems LLC	Ground Scan for New Building

CHECKS		
Date	Starting No.	Ending No.
9/19/25	88072	
10/7/25	88075	88084
10/2/25	88085	88086
10/2/25	88087	88094

Fiscal Officer's note: the last check number used on 9/19/25 was 88072

EFT DIRECT DEPOSITS			
Date	Starting No.	Ending No.	Description
10/7/25	2515-2025	2585-2025	Payroll

ON-LINE PAYMENT VOUCHERS		
Date	Starting No.	Ending No.
10/2/25	2591-2025	2657-2025

VOUCHERS & WITHHOLDINGS				
Voucher	Payee	Amount	Dated	Description
2587-2025	First National Bank EFTPS	\$23,874.19	10/7/25	Employee & employer withholding – Federal
2588-2025	Treasurer, State of Ohio	\$4,050.30	10/7/25	Employee & employer withholding – State
2589-2025	Public Employees Retirement System	\$59,806.55	10/27/25	Employee & employer withholding – Retirement
2590-2025	Ohio Police & Fire Pension Fund	\$23,875.20	10/27/25	Employee & employer withholding – Retirement

Fiscal Officer's Report

The Fiscal Officer reported ongoing issues with the online Bill Pay system, noting that the Assistant to the Fiscal Officer has been unable to sign in. If the issue is not resolved, checks will be mailed instead of processed through First National Bank (FNB).

It was also noted that Geauga County offices have transitioned from FNB to Chase Bank for security reasons. An option discussed was implementing *Positive Pay*, a system where the Fiscal Office uploads a list of issued checks to FNB, and the bank will only clear checks that appear on that list. The Uniform Accounting Network (UAN) provides the file needed for this upload.

Open/Ongoing Items

Property Maintenance Code

No update at this time

Land Use Plan Survey

The LUP survey has been launched on the Township's website and social media. Upcoming, a postcard will be mailed to all residents of Chester Township and an article will be published in the local paper.

Capital Projects

App Architecture will be at Town Hall on October 9th and 10th to discuss the design of the Road Department garage. During their visit, they will also tour neighboring police departments with the Chief of Police to assess the needs for the Chester Township Police Department building.

Ram Construction has completed the foundation work at the Salt Dome. In the coming week, asphalt work will be completed inside the Salt Dome, on the ramp, and on a portion just outside the garage. Once finished, the salt supply will be able to be returned and stored inside the Salt Dome.

Township Records Commission

No update at this time

Upcoming Items/Deadlines

West Geauga Plaza Trick or Treat October 16th 4-6PM

WGRC Trick or Treat Street: October 25th 5-7PM

Trick or Treat: October 31, 2025 6-8PM

Veterans Day Ceremony November 11th at 11AM

Discussions

Hancock Park

Trustee Joe Mazzurco spoke with Carmella Shale regarding specific plant/tree sizes and requirements for Hancock Park. Trustee Mazzurco and the Road Superintendent are consulting with Abate's Greenhouse to obtain a quote for the project. It was also suggested that the area be brush-hogged in preparation for planting. The Board plans to reach out to the Boy Scouts for assistance with planting and mulching.

Reserve Funds Motor Vehicle and Equipment

It was agreed that a reserve study will be conducted for the Fire Department. The board discussed the Fire Department levy, the purchase of the newest fire truck, the recent repair to the fire department tanker and the budget carryover. The Board will research the updated cost of conducting a reserve study.

Government Update- 10/2, JM; 10/16, CR; 10/30, KR

Executive Session

2025-396 Mr. Radtke moved to enter into executive session at 8:46 PM pursuant to Ohio Revised Code 121.22 G(1), to consider 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 and Fiscal Officer Patricia Jarrett.

The Board reentered public session at 8:57 PM.

ADJOURNMENT:

There being no further business before the Board, Mr. Radtke adjourned the meeting at **8:57 PM**.

Respectfully submitted,



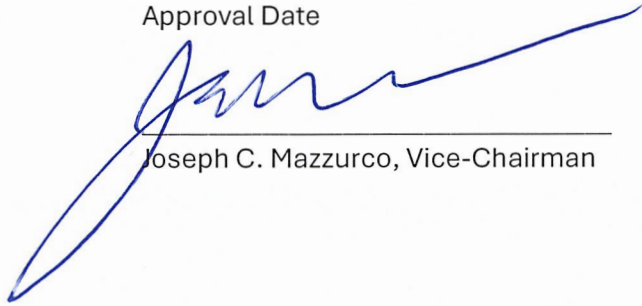
Patricia Jarrett, Fiscal Officer

10/16/25 Motion # 2025-397

Approval Date



Ken Radtke, Jr., Chairman



Joseph C. Mazzurco, Vice-Chairman



Craig S. Richter, Trustee