

The Chester Township Board of Trustees met in **REGULAR** session on **Thursday, September 4, 2025** in the Town Hall Meeting Room at **6:30 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 #: 2025-344**

**Approval of Minutes**

**2025-344** Mr. Radtke moved to approve the Board of Trustees meeting minutes for 8/7, 8/11, 8/13 and 8/18/25 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**

Resident, Ed Carson reported concerns regarding a neighbor trespassing and causing property damage. The Board and Zoning Inspector suggested installing cameras and contacting the Police Department to document activity. It was noted that a police officer must personally witness trespassing for a criminal complaint to proceed.

**Township Administrator**

- The renovation of the Salt Dome is underway with Ram Construction and progressing well.
- App Architect met virtually with the Township Administrator and Road Superintendent to discuss requirements for the new Road Department. Members of App Architect will visit next week to tour the facilities.

**Department Business- Road**

**Cemetery Fund Expenditure**

The Fiscal Assistant, Mary Lou Florentine, requested clarification from the Board regarding the appropriate fund or budget line to be used for payment of the headstone repair and the cleaning of the retention basin. The work to be done on Marilyn Drive and Chester Cemetery with Podojil Excavating will come out of the general fund contractive services

**2025-345** Mr. Radtke moved to transfer \$14,000.00 from general fund 1000-110-360-0000 to transfer out account 1000-910-910-0000. Mr. Mazzurco seconded. Vote unanimous; motion passed.

**2025-346** Mr. Radtke moved transfer \$14,000.00 to 1000-910-910-0000 transfers out to cemetery fund 2401-760-730-0000 Improvement Sites. Mr. Mazzurco seconded. Roll call vote: Mr. Radtke, yes; Mr. Mazzurco, yes; Mr. Richter, yes. Motion passed.

**Commserve Quote for Handheld Radio Charges**

The Road Department Superintendent is requesting installation of battery chargers inside the plow trucks to allow handheld radios to remain charged during longer drive times.

Mr. Radtke suggested conducting a cost analysis to compare the installation of additional charging stations versus maintaining an extra battery inventory for 5-6 radios.

**2025-347** Mr. Radtke moved to approve a PO for Englefield in the amount of \$3000 for various lubricants using account number 2031-330-323-0075 Repairs and Maintenance (Vehicles and Equipment) Mr. Mazzurco seconded. Vote unanimous; motion passed.

**2025-348** Mr. Radtke moved to approve a wage increase to \$23.00 per hour for Michael Durdella part-time Seasonal Grounds to commence on Sept 7<sup>th</sup>, 2025, as recommended by the Road Superintendent Mr. Mazzurco seconded. Vote unanimous; motion passed.

**2025-349** Mr. Radtke moved to approve Road Department expenditures as listed below. Mr. Mazzurco seconded. Vote unanimous; motion passed.

PO #	Type	Amount	Payable To	Purpose
306-2025	REG	\$2,500.00	Cintas Centralized A/R	Medical Cabinet/Uniform Cleaning
305-2025	REG	\$3,000.00	McMaster-Carr Supply Co.	Various Industrial Parts
310-2025	REG	\$2,045.11	Dexter Co.	Parts to repair JD frontside mower
315-2025	REG	\$962.50	Stefanik Iosue & Assoc.	Invoice 8153-Legal Fees and Accounting
308-2025	REG	\$15,695.24	Chardon Oil Co. Inc.	Fuel

**2025-350** Mr. Radtke moved to approve after the fact a purchase order in the amount of \$15,695.24 payable to Chardon Oil Company. Mr. Mazzurco seconded. Vote unanimous; motion passed

**Department Business- Fire**

**2025-351** Mr. Radtke moved to approve creation of a Purchase Order from Capital Projects line item 4903-760-720-0000, in amount of \$3,800 and made payable to Electolite, 8829 Mayfield Road Chesterland, Ohio 44026. This expense is necessary for the installation and materials for fire department exterior lettering sign following exterior siding work. Mr. Mazzurco seconded. Roll call vote: Mr. Radtke, yes; Mr. Mazzurco, yes; Mr. Richter, yes. Motion passed.

**2025-352** Mr. Radtke moved to approve Fire Department expenditures as listed below. Mr. Mazzurco seconded. Vote unanimous; motion passed.

PO #	Type	Amount	Payable To	Purpose
311-2025	REG	\$3,800.00	Electolite Comm. Lighting	Fire Dept. Exterior Sign

**Department Business- Police**

**2025-353** Mr. Radtke moved to approve after the fact Police Department expenditures as listed below. Mr. Mazzurco seconded. Vote unanimous; motion passed.

PO #	Type	Amount	Payable To	Purpose
307-2025	REG	\$3,180.11	Chesterland Auto Repair	Repairs and Maint./Motor Vehicles

**Department Business- Zoning**

**Board of Trustees and Zoning Commission meeting on 8/20/25**

Zoning Inspector, Chris Alusheff, suggested that a better way to identify the park is by using the Land Use maps rather than modifying the Zoning Map. He also recommended amending the Zoning Resolution to allow parks in any district.

**New Business**

**Drinking Water**

An inquiry was received from members of the Ohio EPA regarding several locations within Chester Township’s commercial district where monitoring results showed PFAS levels above the recommended maximum contaminant limit. One EPA member appeared to support extending a City of Cleveland water line from the county line to Chester’s commercial district.

Mr. Radtke explained that this is a very volatile issue requiring further study. He noted that the data being referenced was from 2019.

Mr. Radtke also raised concern for residential properties adjacent to the commercial districts, noting that non-public water supplies are not regulated. He suggested that if contamination is a concern, surrounding properties should be tested to determine the extent.

Mr. Radtke recommended requesting the Ohio EPA to attend a Board of Trustees meeting to present their findings, explain treatment options for PFAS, and address questions. He emphasized his concern for the overall wellness of the community, particularly if this represents a public safety issue.

**NOPEC-November General Assembly Meeting**

The Board of Trustees have agreed to appoint Mayor Koons as the designee to represent Chester Township at the November 18, 2025 General Assembly Meeting.

**2025-354** Mr. Radtke moved to approve, authorize and submit, a proxy to NOPEC appointing South Russell Mayor William Koons to be Chester Township’s designee at the November 18, 2025 General Assembly meeting. Mr. Mazzurco seconded. Vote unanimous; motion passed.

**2025-355** Mr. Radtke moved to approve the payment of \$750.00 to Peter and Wendy Russo for the sellback to the Township of graves 3 and 4, Lot 364, Section C in Chester Township Cemetery. Mr. Mazzurco seconded. Vote unanimous; motion passed.

**Township Park**

**2025-356** 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
Joseph Topoly	9/28/25	West Pavilion	10AM-5PM	Family Gathering

**Financial Items**

**Reserve Funds for Equipment Study**

The Fiscal Officer is seeking guidance from the Geauga County Assistant Prosecutor on whether a study is required in order to establish a reserve fund for equipment.

**OTARMA Appraisal**

The OTARMA appraisal provided the Township with the full replacement value in the event of a total loss of all buildings. The replacement value is \$6 million. This subject will be a continued discussion.

**2025-357** 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	\$188.60	2081-760-730-0000	2081-210-314-0701	Tax Coll. Fees
GEN	\$248.18	1000-930-930-0000	1000-110-314-0701	Tax Coll. Fees
PD	\$367.25	2081-760-730-0000	2081-210-314-0701	Aud. & Treas. Fees
GEN	\$300.00	1000-930-930-0000	1000-110-314-0701	Aud. & Treas. Fees
MV Tax	\$5,000.00	2231-330-360-0000	2231-760-740-0000	Radio Chargers
CEM	\$1624.76	2041-410-323-0000	2041-760-730-0000	Per J.Onyshko
CEM	\$1,250.00	2041-410-420-0000	2041-760-730-0000	Per J.Onyshko
CEM	\$500.00	2041-930-930-0000	2041-760-730-0000	Per J.onyshko

PURCHASE ORDERS					
Dept	PO#	Type	Amount	Payable To	Purpose
GEN	309-2025	REG	\$280.00	Karlovec Media Group	Newsletter Insertion
GEN	312-2025	REG	\$450.00	Geauga Co. Maple Leaf	Ad for Zoning
MV Tax	314-2025	REG	\$4,050.00	Communications Serv.	9-Radio Chargers for Plow Trucks

CHECKS		
Date	Starting No.	Ending No.
9/9/25	88047	88055
9/4/25	88056	88057

Fiscal Officer's note: the last check number used on 8/21/25 was 88046

EFT DIRECT DEPOSITS			
Date	Starting No.	Ending No.	Description
9/4/25	2267-2025	2335-2025	Payroll

ON-LINE PAYMENT VOUCHERS		
Date	Starting No.	Ending No.
9/4/25	2341-2025	2403-2025

VOUCHERS & WITHHOLDINGS				
Voucher	Payee	Amount	Dated	Description
2337-2025	First National Bank EFTPS	\$25,742.93	9/9/25	Employee & employer withholding – Federal
2338-2025	Treasurer, State of Ohio	\$4,373.29	9/9/25	Employee & employer withholding – State
2339-2025	Public Employees Retirement System	\$85,374.12	9/26/25	Employee & employer withholding – Retirement
2340-2025	Ohio Police & Fire Pension Fund	\$33,867.32	9/26/25	Employee & employer withholding – Retirement

### **Fiscal Officer's Report**

#### **Open/Ongoing Items**

**Township Records Commission-** No update at this time.

**Property Maintenance Code-** No update at this time.

#### **Land Use Plan Survey**

A postcard with a QR code is being created to provide access to the survey. Additional alternatives will also be offered to ensure the survey is available to all residents.

#### **Upcoming Items/Deadlines**

##### **Kiwanis Leave and Take Days:**

Saturday, Sept. 6<sup>th</sup> - Leave(Only on Saturday) and Take 9-5PM.

Sunday, Sept. 7<sup>th</sup> - Take Only 9-3PM.

##### **Senior Clean-Up Days: September 8-10<sup>th</sup>**

**Chester Community Clean-Up: September 13<sup>th</sup> at Chester Recycle Park 8AM-1PM**

**GCTA Dinner/Mtg. on October 8<sup>th</sup> Burton Twp. Hosting-RSVP by Sept. 26th**

**Government Update-** 9/4, CR; 9/18, KR; 10/2, JM

**Executive Session**

**2025-358** Mr. Radtke moved to enter into executive session at 7:28 PM pursuant to Ohio Revised Code 121.22 G(2) to consider the purchase of property for public purposes and ORC 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.

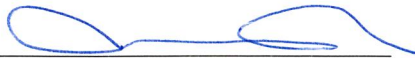
Invited into the executive session is Township Administrator Mark Purchase and Fiscal Officer Patricia Jarrett.

The Board reentered public session at 7:48 PM

**ADJOURNMENT:**

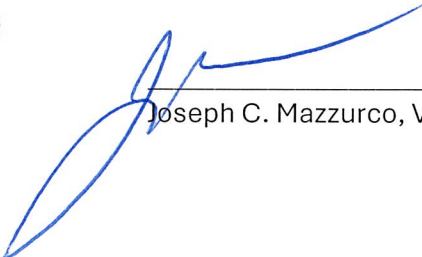
There being no further business before the Board, Mr. Radtke adjourned the meeting  
At 7:48 PM.


Respectfully submitted,

  
\_\_\_\_\_  
Patricia Jarrett, Fiscal Officer

10/2/25      Motion #: 2025-378  
Approval Date

  
\_\_\_\_\_  
Ken Radtke, Jr., Chairman

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

  
\_\_\_\_\_  
Craig S. Richter, Trustee