

The Chester Township Board of Trustees met in **REGULAR** session on **Wednesday, December 24, 2025** in the Town Hall Meeting Room at **9:00 AM** 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 #: 2025-485

Department Business- Road

Salt

Testing initiated by the Road Superintendent on salt received from Morton and stored in the Township salt dome showed that the material failed to meet required standards. A subsequent shipment was also found to be well below specifications. In response, Morton issued a \$300.00 credit to the Township. Testing results indicated that approximately 1,000 tons were below the required standard. Morton conducted testing on salt from their mine rather than on samples taken from the Township’s salt dome and results were above standards. Mr. Radtke suggested that Mr. Onyshko contact the testing company that analyzed the salt from the Township’s dome and forward those samples to Morton for comparative testing.

The Road Superintendent received a total of 4,600 tons of salt and has used approximately 2,200 tons to date. There are currently 900 tons remaining in the salt dome, with an additional 2,700 tons scheduled for delivery in January and February. A quote request was submitted to Sagamore Soils for 1,000 tons, which is expected to be sufficient to carry the Township through the remainder of the winter snow season.

2025-485 Mr. Radtke moved to approve, sign and enter into a Memorandum of Understanding between the Chester Twp. Board of Trustees and the Internation Brotherhood of Teamsters, to create language and an understanding for the non-collective bargaining position of Assistant Road Superintendent. Mr. Mazzurco seconded. Roll call vote: Mr. Radtke, yes; Mr. Mazzurco, yes; Mr. Richter, yes. Motion passed.

2025-486 Mr. Radtke moved to approve a then and now motion to use BC funds for Triad Technologies for hydraulic hoses for the Gradall in the amount of \$1,374.67 using a BC from 2031-330-323-0075 Repairs and Maintenance (Vehicle/Equipment) Mr. Mazzurco seconded. Vote unanimous; motion passed.

2025-487 Mr. Radtke moved to approve a then and now motion to use BC funds for Firelands Supply in the amount of \$2,500.00 to purchase guardrail supplies using a BC from 2031-330-420-0000 Operating Supplies Mr. Mazzurco seconded. Vote unanimous; motion passed.

2025-488 Mr. Radtke moved to approve after the fact motion to Morton salt in the amount of \$24,500 using account number 2031-330-420-0401 Operating Supplies (Salt) Mr. Mazzurco seconded. Vote unanimous; motion passed.

2025-489 Mr. Radtke moved to approve, after the fact, Road Department expenditures as listed below. Mr. Mazzurco seconded. Vote unanimous; motion passed.

PO #	Type	Amount	Payable To	Purpose
393-2025	REG	\$8,000.00	Road Solutions INC	Geomelt

2025-490 Mr. Radtke moved to approve and sign a Proclamation to recognize Joe Mazzurco’s eight years of service to Chester Township. Mr. Mazzurco seconded. Vote unanimous; motion passed.

Executive Session

2025-491 Mr. Radtke moved to approve to enter into executive session at 9:21 AM pursuant to Ohio Revised Code 121.22 (G) (1) to consider the compensation and appointment 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 Trustee-elect Brandon Davis, Township Administrator Mark Purchase and Fiscal Officer Patricia Jarrett

The Board reentered public session at 9:44 AM.

2025-492 Mr. Radtke moved to approve the following wage compensation the first full pay of 2026 from the table below.
Mr. Mazzurco seconded. Vote unanimous; motion passed.

Wage Compensation		
Name	Current Hourly Wage	Approved Hourly Wage
Craig Young	\$53.95	\$56.11
Andrew Nagy	\$47.96	\$49.88
John Onyshko	\$45.65	\$48.83
Salli Mehall	\$20.90	\$21.74
Lisa Braemer	\$25.50	\$26.52
Lisa Luoma	\$22.88	\$23.80
Kathleen McCarthy	\$22.88	\$23.80
Kimberly Bican	\$23.92	\$24.88
Mary Lou Florentine	\$26.22	\$27.27

2025-493 Mr. Radtke moved to approve a performance bonus for John Onyshko of \$5,000.00.
Mr. Mazzurco seconded. Vote unanimous; motion passed.

2025-494 Mr. Radtke move to approve a performance bonus for Mark Purchase of \$6,000.00.
Mr. Mazzurco seconded. Vote unanimous; motion passed.

Department Business- Zoning

2025-495 Mr. Radtke moved to appoint, Greg Mersol as a regular member to the Chester Township Zoning Commission Board effective January 1, 2026 and to expire on December 31, 2030.
Mr. Mazzurco seconded. Vote unanimous; motion passed.

2025-496 Mr. Radtke moved to appoint, Jim Rosenbaum as an alternate member to the Chester Township Zoning Commission effective January 1, 2026 and to expire on December 31, 2027.
Mr. Mazzurco seconded. Vote unanimous; motion passed.

2025-497 Mr. Radtke moved to appoint, Mark Dobrzynski as a regular member to the Chester Township Board of Zoning Appeals effective January 1, 2026 and to expire on December 31, 2030.
Mr. Mazzurco seconded. Vote unanimous; motion passed.

2025-498 Mr. Radtke moved to advertise in the Chesterland News, Township website and Town Hall electronic sign for an alternate member of the Chester Township Board of Zoning Appeals.
Mr. Mazzurco seconded. Vote unanimous; motion passed.

Trustee and Fiscal Officer Compensation

2025-499 Mr. Radtke moved to authorize the Township Fiscal Officer to compensate the Board of Trustees and Fiscal Officer in twelve equal installments on the second pay period in the month for the calendar year 2026 with total compensation in accordance with Ohio Revised Code 505.24 for Compensation of Trustees and Ohio Revised Code 507.09 for Compensation of Fiscal Officer. Mr. Mazzurco seconded. Vote unanimous; motion passed.

2026 Position	Compensation	
	Annual	Monthly
Craig S. Richter-Trustee	\$26,882.00	\$2,240.17
Ken Radtke Jr.-Trustee	\$26,050.00	\$2,170.83
Brandon Davis-Trustee	\$26,882.00	\$2,240.17
Patricia Jarrett-Fiscal Officer	\$35,690.00	\$2,974.17

Department Business- Police

No business at this time

Approval of Minutes

2025-500 Mr. Radtke moved to approve the Board of Trustees meeting minutes for the Regular and Special meetings on 12/11/25 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

Land Use Plan and Survey

The survey concluded on December 15, 2025. The Zoning Secretary forwarded preliminary results to the Board of Trustees. These results will be reviewed by the Land Use Plan Committee and discussed at its January 20 meeting.

Public Comments/ Questions

No comments

Department Business- Fire

2025-501 Mr. Radtke moved to approve Fire Department expenditures as listed below. Mr. Mazzurco seconded. Vote unanimous; motion passed.

PO #	Type	Amount	Payable To	Purpose
394-2025	REG	\$100.00	Ohio State Firefighters Assoc.	OSFA 2026 Dues

Zoning Meeting Attendance Payment

2025-502 Mr. Radtke moved to pay Board of Zoning Appeals members and alternates and Zoning Commission members and alternates in attendance at their respective meetings \$25.00 per meeting for calendar year 2025 in the chart below. Justin Enger payment is contingent on his submittal of his W-9. Mr. Mazzurco seconded. Vote unanimous; motion passed.

ZC Member	Meetings Attended	Amount Due
Jonathan Oswick	17	\$425
Andrew Chess	19	\$475
Sergey Kats	15	\$375
George Minello	18	\$450
Michael Lauro	19	\$475
Matt Spetrino	3	\$75

BZA Member	Meetings attended	Amount Due
Bart Ziganti	14	\$350
Mark Dobrznski	11	\$275
Kathy Fadorsen	13	\$325
Christina Klemm	12	\$300
Justin Enger	8	\$200
Mindy Denamen	12	\$300
Margaret Muehling	12	\$300

New Business

Donations Received		
Received from	Amount	Description
Amy and Bob Rogish/Rogish Farm	\$261.00	Wreaths for the Cemetery

2025-503 Mr. Radtke moved to approve the transfer of \$3,000.00 from appropriation 1000-110-330-0053 Travel & Meeting Exp/Zoning Inspector to 1000-110-330-0050 Travel & Meeting Exp/Trustees in the 2026 temporary appropriations. Mr. Mazzurco seconded. Vote unanimous; motion passed.

2025-504 Mr. Radtke moved to approve Ken Radtke as Chester Township's NOPEC representative and authorize him to make application sign on behalf of the township for the 2026 NOPEC Community Event Sponsorship Program. Mr. Mazzurco seconded. Vote unanimous; motion passed.

2025-505 Mr. Radtke moved to approve \$175.00 payable to the Geauga County Township Association for Ken Radtke Jr., Craig S. Richter, Patricia Jarrett, Chris Alusheff and Mark Purchase to attend the January 14, 2026 Quarterly Dinner Meeting hosted by Newbury Township. Mr. Mazzurco seconded. Vote unanimous; motion passed.

2025-506 Mr. Radtke moved to authorize Ken Radtke Jr. to sign and apply for 2026 Go Green Community Grant. Mr. Mazzurco seconded. Vote unanimous; motion passed.

2025-507 Mr. Radtke moved to authorize Ken Radtke Jr. to sign and apply for 2026 Drop Off Improvement Community Grant. Mr. Mazzurco seconded. Vote unanimous; motion passed.

Township Park

Mr. Radtke reported that approximately one month ago he requested a list of projects from the Park Board. He also requested to schedule a joint meeting with the Board of Trustees and the Park Board; however, he has not received a response from Park Board members. Mr. Radtke emphasized the importance of holding this meeting and moving forward on the identified projects and expenses.

2025-508 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
Brandon Davis	12/29/25	Thall Mtg Room	5:30PM-7:30PM	Swear-In
Amy Reynolds	March 7,8,14,15	Thall Parking Lot	10AM-4PM	WG Girl Scout Cookie Sales

Financial Items

2025-509 Mr. Radtke moved to approve pursuant to Ohio Revised Code 5705.41 the 2026 Chester Township Fire Department, Road Department, Police Department and General Fund blanket certificates and purchase orders as listed below.

Mr. Mazzurco seconded. Vote unanimous; motion passed.

<u>Purchase Orders</u>	<u>Date</u>
<u>1-2026 to 109-2026</u>	<u>01/01/2026</u>
<u>Blanket Certificates</u>	<u>Date</u>
<u>1-2026 to 74-2026</u>	<u>01/01/2026</u>

2025-510 Mr. Radtke moved to approve financial transactions as listed below. Mr. Mazzurco seconded. Vote unanimous; motion passed.

CHECKS		
Date	Starting No.	Ending No.
12/30/25	88445	88450
12/24/25	88451	88479
Fiscal Officer's note: the last check number used on 12/11/25 was 88444		

EFT DIRECT DEPOSITS			
Date	Starting No.	Ending No.	Description
12/30/25	3070-2025	3138-2025	Payroll

VOUCHERS & WITHHOLDINGS				
Voucher	Payee	Amount	Dated	Description
3140-2025	First National Bank EFTPS	\$26,340.53	12/30/25	Employee & employer withholding – Federal
3142-2025	Ohio Department of Taxation	\$57.38	12/30/25	Employee & employer withholding – Local School Dist
3141-2025	Treasurer, State of Ohio	\$4,341.55	12/30/25	Employee & employer withholding – State
3144-2025	Public Employees Retirement System	\$62,058.01	12/30/25	Employee & employer withholding – Retirement
3145-2025	Ohio Police & Fire Pension Fund	\$23,718.58	12/30/25	Employee & employer withholding – Retirement
3143-2025	Regional Income Tax Agency (RITA)	\$3,160.14	12/31/25	Employee & employer withholding

Fiscal Officer's Report

Service Garage

Regarding financing for the Road Department Service Garage, Fiscal Officer Patricia Jarrett discussed payment options with a bond representative, including Direct Placement and Public Placement. Mrs. Jarrett will invite the bond representative to attend the Board of Trustees meeting on Thursday, January 22, 2026, to explain these options and discuss related variables. Additional information will be obtained from the Fiscal Officer regarding other bank loan and construction loan options.

Mrs. Jarrett discussed the surrounding townships health insurance rates, payout options, incentives and deductibles.

The Volunteer Peace Officers' and Firefighters' Dependents Fund will be filed when tax revaluation is in.

Open/Ongoing Items

Property Maintenance Code

No Update at this time

Capital Projects

App Architect is working on detailed drawings, with a focus on utilities, including water lines, drainage, and gas lines.

Upcoming Items/Deadlines

OTA Winter Conference February 4th-6th

Discussions

America 250 / Fireworks or Community Celebration

Mr. George Zehnder inquired about the Township's plans for the America 250 celebration. Mr. Davis stated he will meet with the West Geauga School Superintendent to discuss potential celebration activities, including fireworks. This topic will remain an ongoing item of discussion.

Chester Township Connect Notification App

Additional advertising will be distributed to residents to further promote the Chester Township notification app. Feedback on past notifications has been positive.


The Board reviewed the mailbox policy and the snow parking ban.

Government Update- 12/24, JM; 1/8, CR; 1/15, BD

ADJOURNMENT:

There being no further business before the Board, Mr. Radtke adjourned the meeting at 10:44 AM.

Respectfully submitted,



Patricia Jarrett, Fiscal Officer

1/8/2026 Motion # 2026- 02
Approval Date



Ken Radtke, Jr., Chairman



Joseph C. Mazzurco, Vice-Chairman



Craig S. Richter, Trustee